

S.B.V.P. Samaj'

**Sahakar Maharshi Bhausaheb Santuji Thorat College of Arts, Science and Commerce,  
Sangamner, Dist-Ahmednagar  
From Academic year 2021-22 to onwards**

Sr. No.	Name of Committee	Duties	Members	Sign
1	College Development Committee (CDC)	<ol style="list-style-type: none"><li>Supervise the overall working in the college.</li><li>Approve the budget estimate and sanction the required works and projects.</li><li>Take necessary measures to deal with the complaints, if any.</li><li>Monitor the administration and development of the staff, students and the college.</li></ol>	<p><i>Dr. Sudhir Bhaskarrao Tambe</i> (Chairman)</p> <p>Mr. Laxman Balaji Kute Mr. Dattatray Ganpat Chaskar Mr. Baburao Rajaram Gawande Mr. Kailas Shrinivas Somani Dr. Dattatray Manohar Gujrathi Mr. Sandip Laxman Phatangare Dr. Dattatray Devram Pawar Dr. Shobha Sakharam Borhade Mr. Pandurang Bhau Chaudhari Mr. Shivaji Dagadu Navale Mr. Laxman Dashrath Ghaywat Mr. Vinayak Bhimaji Wakchaure Dr. Dinanath Devram Patil (Secretary)</p>	
2	Internal Quality Assurance Cell (IQAC)	<ol style="list-style-type: none"><li>Update the website</li><li>Guide, monitor and supervise the teaching-learning activities and maintain the records</li><li>Encourage use of audio-visual aids and different ICT techniques, teaching methods etc.</li><li>Undertake faculty development programme and various co-curricular &amp; extra-curricular activities.</li><li>Plan and ensure overall quality in the college.</li><li>Submit AQAR reports every year to NAAC before the due date.</li><li>Maintain record of faculty profile and self-appraisal.</li><li>Plan and execute the Academic and Administrative Audit.</li><li>Check and balance the perspective plan</li><li>Implement NAAC Re-accreditation process as per the norms &amp; guidelines from Sahyadri Bahujan Vidya Prasarak Samaj, Sangamner</li></ol>	<p><i>Mr. L. D. Ghaywat (Coordinator)</i> <i>Mr. R.K. Manjul (Co-coordinator)</i> Dr. T. B. Rajdeo (Crit- I) Dr. S.Y. Brahamne Mr. M. V. Thakare Mr. N. D. Dighe Dr. K. R. Dhakane (Crit - II) Mr. P. B. Mande Mrs. L. M. Mahale Mr. D. C. Pawar Mr. S. B. Khamkar Mr. G. A. Thorat Dr. P. P. Sabale (Crit- III) Dr. P.B. Navale (Kadam) Dr. S. C. Dandwate Mr. A. L. Pokale Mr. R. C. Kadlag Dr. D. D. Pawar Dr. P. B. Khaire (Crit- IV) Mr. M. V. Jadhav Mr. D. C. Tambe Mr. S. T. Shaikh Dr. S. S. Borhade (Crit- V) Mr. T. S. Jadhav</p>	

  
**IQAC Coordinator**  
S.M.B.S.T. College, Sangamner



  
**Principal**  
Sahakar Maharshi Bhausaheb Santuji Thorat  
College of Arts, Science & Commerce  
Sangamner - 422 605

			Mr. J. D. Dere Dr. S. P. Goskulwad Mr. S. P. Kadlag Dr. C. K. Rokade (Crit- VI) Mr. V. R. Pande Dr. D. V. Pokharkar Mr. C. L. Shinde Dr. V. B. Bairagi (Crit- VII) Mr. S. B. Surve Dr. H. A. Rathod Mr. P. M. Gaikwad Mr. M. M. Jorwekar	
3	RTI Committee	Appealing Authority RTI Officer Assistant Public Information Officer	Prin. Dr. D. D. Patil Prof. Dr. S. D. Avhad Mr. G. N. Pansare	
4	Advisory, Planning and Development Committee	Plan, execute and govern the term and annual development and day-to-day activities/ administration	Prin. Dr. D. D. Patil Mr. S. D. Navale (Vice-Principal) Dr. B. D. Wagh (Vice-Principal) Mr. L. D. Ghaywat (IQAC Co.) Dr. V. S. Kolhe Mr. R. S. Jorwar (SWO, NCC) Mr. S. B. Surve (NSS) Mr. G.J. Thorat Prof. H. A. Rathod Dr. S. T. Rahane (NCC) Dr. P. B. Khaire (Gym) Mr. G. N. Pansare (O.S.)	
5	HRD and Staff Academy	Organize the lectures debate for the discussion development of the faculty on the recent topics and trends	Dr. V. S. Kolhe Mr. L. D. Dalvi Mr. M. R. Satpute	
6	Student Development	Arrange programmes for student development under the guidance	Mr. R. S. Jorwar (SWO) SPPU	
7	Earn and Learn Scheme	Enrolment of student planning and execution of schemes keeping records.	Mr. P. M. Gaikwad Mr. C. L. Shinde Miss. S. A. Thitame	
8	Student Personality Development	Soft Skill development	Mr. G. A. Thorat Mr. M. R. Satpute Dr. S. Y. Brahamne	
9	Nirbhay Kanya Abhiyan (Scheme)		Miss. R. B. Jadhav	
10	Disaster Management		Dr. H. A. Rathod Dr. S. T. Rahane Mr. N. D. Dighe	
11	Committee for U. G. C., RUSA, DST etc. proposals	i. Prepare and submit the proposals to various funding agencies and utilize the amount judiciously on the said heads.	Dr. S. S. Borhade Dr. V. S. Kolhe Dr. D. D. Pawar Mr. R. H. Kadu	

		<ul style="list-style-type: none"> <li>ii. Submit the utilizations within time to the funding agencies.</li> <li>iii. Order and purchase the necessary equipment's</li> </ul>	Mr. P. A. Shinde	
12	Skill Based, Add-on Certificate Short term Courses	<ul style="list-style-type: none"> <li>i. Avail add- on courses in viable cost.</li> <li>ii. Enhance curriculum by integrating skills.</li> <li>iii. Make self-reliant students by providing skills (of their interest).</li> <li>iv. Support the government policy of self-employability.</li> <li>v. Imbibe skills for employability and self-employability.</li> <li>vi. Appoint a Course-Coordinator</li> <li>vii. Provide the information/details of the courses to parent institute and government</li> </ul>	Dr. V. B. Bairagi All Head of Department	
13	Grievance Redressal and Discipline Committee	<ul style="list-style-type: none"> <li>i. Solve the grievances of students, teaching and administrative staff reported to the committee.</li> <li>ii. Promote friendly and amicable relationship among students, faculty and stakeholders of the institution.</li> <li>iii. Maintain the discipline in the campus</li> <li>iv. Prepare the time-table of the supervision and monitor it rigorously</li> <li>v. Solve the issues related to indiscipline, if any</li> </ul>	Mr. S. D. Navale Mr. D. C. Pawar Mr. G. J. Thorat Mr. T. S. Jadhav Dr. P. B. Khaire NSS & NCC Officer Mr. S.B. Varpe Mr. A. L. Pokale Mr. D. C. Tambe	
14	Gymkhana Committee	<ul style="list-style-type: none"> <li>i. Plan and organize various sports activities for the physical and mental development of the students</li> <li>ii. Provide training and coaching for various games</li> <li>iii. Organize the lectures and guidance of the experts</li> </ul>	Dr. P. B. Khaire Dr. S. T. Rahane Mr. A. L. Pokale Mr. S. B. Khamkar	
15	Yoga Committee		Mr. S. P. Kadlag Dr. K. R. Dhakane Dr. S. C. Dandwate Dr. P. B. Khaire	
16	Art Circle	<ul style="list-style-type: none"> <li>i. Organize various cultural activities for the students</li> <li>ii. Present the cultural activities programme on Annual Day</li> <li>iii. Promote the students to participate in</li> </ul>	Mr. T. S. Jadhav Dr. P. P. Sabale Miss. S. A. Thitame Miss. R. B. Jadhav Mr. S. B. Khamkar	

IQAC Coordinator  
S.M.B.S.T. College, Sangamner



Principal  
Sahakar Maharshi Bhausaheb Santuji Thorat  
College of Art's, Science & Commerce  
Sangamner - 422 605

		cultural competitions		
17	Social Science Association and Value Education		Mr. G. S. Walunj Mr. N. V. Nagare Miss. S. A. Thitame Mr. M. R. Satupute	
18	Health and Hygiene Awareness Committee	i. Organize the physical check-up of the students at the beginning of the year ii. Arrange the lecture series of experts on the health awareness and other issues iii. Organize haemoglobin and HB check-up camp for the students	Mr. D. C. Pawar Mr. G. A. Thorat Mr. N. D. Dighe Mr. H. Y. Dhage Mr. D. C. Tambe Mr. R. K. Kadam Mr. S. P. Kadlag	
19	Magazine Committee, Literary Circle and Wall Paper	i. Nurture the literary talent among the students ii. Promote the students for writing articles, poems and extracts in institutional magazine 'Antarang' iii. Publish wallpapers and display them on notice board	Mr. C. L. Shinde Mr. M. M. Jorwekar Dr. S. S. Salunkhe Mr. S. B. Varpe Mr. V. S. Gunjal Mrs. S. M. Tambe Mr. M. R. Satpute Smt. S. M. Tambe	
20	Essay, Elocution and debating		Dr. S. Y. Brahamne Mr. N. V. Nagare Miss. N. A Tamboli Miss. Sonal Wale	
21	Science Association (Including Nature Club)	i. Imbibe environmental awareness and eco-friendly approach among the students ii. Organize tree plantation, lectures and orientation programmes iii. Get environmental audit done iv. Imbibe scientific approach among the students v. Nurture and incubate the ideas among the minds of the students vi. Implement and practice the ideas collected at 'Idea Bank'	Mrs. L. M. Mahale Mr. V. R. Pande Mr. R. K. Manjul Miss. K. M. Ruptakke Miss. Sonal Wale Mr. S. B. Varpe Miss. Pallavi Autade	



**IQAC Coordinator**  
M.B.S.T. College, Sangamner



*W. P. Patil*

**Principal**  
Sahakar Maharshi Bhausaneb Santuji Theras  
College of Arts, Science & Commerce  
Sangamner - 422 605

22	Examinations Committee & Examination Grievances Redressal Committee	<ul style="list-style-type: none"> <li>i. Conduct the examinations as per university guidelines</li> <li>ii. Declare the result of the first year classes in 45 days from the date of examinations</li> <li>iii. Conduct the internal examinations as per institute planning</li> <li>iv. Collect the result in format from all departments and submit to parent institute and university.</li> <li>v. Solve the grievances related to examination, rechecking and revaluation</li> <li>vi. Monitor and execute the rechecking and revaluation process judiciously.</li> </ul>	<p>Dr. M. M. Sakalkale  Dr. S. C. Dandwate  Dr. D. D. Pawar  Mr. P. R. Kashid  Mr. A. L. Pokale  Mr. H. Y. Dhage  Mr. P. B. Mande  Mr. G. S. Walunj</p>	
23	Bahishal Shikshan Committee		<p>Dr. C. K. Rokade  Mr. H. Y. Dhage  Mr. L. D. Dalvi</p>	
24	Library Advisory Committee	<ul style="list-style-type: none"> <li>i. Plan for the development of the library</li> <li>ii. Utilize the funds effectively on the learning resources</li> <li>iii. Imbibe the reading culture among the stakeholders</li> </ul>	<p>Mr. N. S. Dhone  Dr. B. D. Wagh  Dr. V. B. Bairagi</p>	
25	Admission	<ul style="list-style-type: none"> <li>i) Planning and execution of students admission</li> <li>ii) Prospectus update</li> </ul>	<p>Mr. S. D. Navale  Mr. G. J. Thorat  Dr. B. D. Wagh  Dr. V. B. Bairagi  Mr. C. L. Shinde  Mr. J. D. Dere  Mr. P. R. Kashid  Mr. D. C. Tambe  Mr. G. A. Thorat</p>	
26	Academic Calendar, Time Table Committee, Academic Planning Committee	<ul style="list-style-type: none"> <li>i. Prepare the yearly plan of the institute and all its related activities</li> <li>ii. Design the general and ICT time-table</li> </ul>	<p>Mr. M. V. Jadhav  Dr. T. B. Rajdeo  Mr. T. S. Jadhav  Mr. D. C. Pawar  Mr. J. D. Dere  Mr. M. V. Thakare  Mr. D. C. Tambe</p>	
27	N. S. S. Committee	<ul style="list-style-type: none"> <li>i. Inculcate social awareness among students and to cater service to society.</li> <li>iii. Provide help to needy people and enhance their standard of living.</li> <li>iv. Inculcate moral and social responsibilities among volunteers.</li> </ul>	<p>Mr. S. B. Surve  Dr. S. S. Salunkhe  Mrs. L.M. Mahale  Mr. A. L. Pokale  Mr. S. B. Khamkar  Miss. S. A. Thitame  Mr. N. D. Dighe</p>	



**IQAC Coordinator**  
**S.M.B.S.T. College, Sangamner**



**Principal**  
Sahakar Maharshi Bhausaheb Santuji Thorat  
College of Art's, Science & Commerce  
Sangamner - 422 605

		<ul style="list-style-type: none"> <li>v. Help in disaster management.</li> <li>vi. Relate with the community through outreach programmes.</li> <li>vii. Understand their role in community.</li> <li>viii. Identify the needs and solve the problems of the community.</li> <li>ix. Develop a sense of social and civic responsibility.</li> <li>x. Utilize knowledge in finding solutions to individual and community problems.</li> <li>xi. Develop competence required for group-living and sharing of responsibilities.</li> <li>xii. Gain skills in mobilizing community participation.</li> <li>xiii. Acquire leadership quality and democratic attitude.</li> <li>xiv. Develop capacity to cope up with the situations under emergencies and natural disasters.</li> <li>xv. Involve in National events.</li> <li>xvi. Select and prepare the list of the volunteers</li> <li>xvii. Conduct regular activities as per the guidelines of university</li> <li>xviii. Organize Special Winter Camp Prepare the utilizations of accounts</li> <li>xix. Avail the benefit of Ordinance No.163 to the eligible volunteers</li> </ul>	Miss. Sonal Wale	
28	Commerce Association	<ul style="list-style-type: none"> <li>i. Organize lectures of experts and orientation programmes</li> <li>ii. Imbibe entrepreneurship skills among students</li> <li>iii. Organize Trade Fair</li> <li>iv. Organize industrial visits</li> </ul>	Mr. J. D. Dere Mrs. R. M. Bhaskar Miss. N. A Tamboli	
29	Career Guidance and Counselling Centre	<ul style="list-style-type: none"> <li>i. Motivate the students for studying and apply for various competitive examinations</li> <li>ii. Organize and schedule the classes for the admitted students</li> <li>iii. Sign MoU with other organizations</li> <li>iv. Publish various advertisements about the recruitments on the notice board</li> </ul>	Mr. P. R. Kashid Dr. S. C. Dandwate Mr. S. B. Khamkar Mr. G. A. Thorat Mr. D. C. Tambe	

30	Alumnae Association	<ul style="list-style-type: none"> <li>i. Participate in the development of the institute through financial and non-financial means.</li> <li>ii. Organize the meeting of Alumnae Association regularly to share and discuss the issues related to the progress of the institute.</li> <li>iii. Share the ideas and expectations with the administration.</li> <li>iv. Organize Alumnae Gathering once in a year</li> </ul>	<p>Dr. B. D. Wagh  Dr. V.B. Bairagi  Dr. P. B. Navale (Kadam)  Mr. L. D. Dalvi  Miss. S. K. Wale</p>	
31	Remedial Teaching	<ul style="list-style-type: none"> <li>i. Identification of advanced and slow learner through the diagnostic test after admission of first year.</li> <li>ii. Coordination of all HOD in this regard</li> <li>iii. Analysis- Development of students Under the soft skill</li> <li>i. Imbibe various soft skills among the students</li> <li>ii. Produce learned and skilled graduates</li> <li>iii. Upgradation of students to develop and utilize soft skills</li> <li>iv. Organize 10 days Soft Skills Development Programme and prepare report</li> <li>v. Submit the utilization of accounts</li> </ul>	<p>Dr. D. V. Pokharkar  Miss. R.B. Jadhav  Miss. N. A. Tamboli</p>	
32	Publicity Committee	<ul style="list-style-type: none"> <li>i. Publish the news, updates and programmes of the institute regularly through media</li> <li>ii. Collect all clippings related to the institute</li> </ul>	<p>Mr. G. R. Walunj  Mr. M. R. Satpute  Mr. Pratik Kharat</p>	
33	Purchase Committee	<ul style="list-style-type: none"> <li>i. Recommend purchase of items.</li> <li>ii. Invite quotations for the same.</li> <li>iii. Purchase the things as per the prescribed rules, considering the requirement of institute considering the existing budget of the college.</li> <li>iv. Update the Stock register and Dead Stock register every year</li> <li>v. Write off the stationery, equipments, computers, tools, various goods etc. every year</li> <li>vi. Provide daily goods to the students</li> <li>vii. Maintain the stock register</li> <li>viii. Departmental stock checking &amp;</li> </ul>	<p>Dr. D. D. Patil  Mr. G. J. Thorat  Mr. S. D. Navale  Dr. B. D. Wagh  Mr. G. N. Pansare  Mr. A. G. Deshmukh</p>	

		Maintenance		
34	Ladies Hostel and Mess Committee	i. Plan for the hostel admissions ii. Look after the administration of the hostel iii. Check and supervise the food quality of the mess daily iv. Look after the safety and security of the students	Dr. H. A. Rathod Dr. S. C. Dandwate Dr. S. T. Rahane Miss. S. S. Wade Rector	
35	Canteen Committee		Dr. P. V. Kadam Mr. S. D. Navale Dr. H. A. Rathod Dr. P. B. Khaire	
36	13 Inversion Innovation Incubation Research Committee	i. Motivate the faculty to apply for research projects to various funding agencies publication, career advancement. ii. Prepare proposals for the various schemes and submit the utilizations	Dr. S. D. Avhad Dr. S. C. Dandwate Dr. D. D. Pawar Dr. S. T. Rahane Mr. G. A. Thorat	
37	Internal Complaints Committee (Prevention of Sexual Harassment at work place)	i. Display the information about awareness against sexual harassment in the college. ii. Take necessary measures to prevent sexual harassment in the college and deal with the complaints if any. iii. Undertake programmes for personality development of the girls.	Dr. H. A. Rathod Adv. Malpani Dr. P. P. Sabale Mrs. A. N. Tamboli	
38	Campus Development and Green and Clean Environment		Dr. B. D. Wagh Mr. S. D. Navale Mr. C. L. Shinde Mr. L. D. Ghaywat	
39	Committee for Environmental Awareness Course for Second Year	i. Imbibe environmental awareness among the students ii. Conduct the examination as per university guidelines iii. Allot and supervise the projects iv. Fill the grades online v. Conduct theory classes	Mr. V. R. Pande (Coordinator)	
40	Educational Tour Committee	Organize the tour and excursions at necessary places	Mr. P. M. Gaikwad Mr. P. B. Mande	
41	Website Maintenance	i. Collect the data from various departments, committees and scrutinize it before uploading ii. Display necessary information on the website as per the norms of government	Mr. M. V. Thakare Mr. L. D. Dalvi Mr. S. B. Varpe Mr. R. C. Kadlag	
42	Feed Back Committee	i. Fill the online feedback forms from the stakeholders ii. Analyse the collected data iii. Prepare a qualitative and quantitative	Mr. L. D. Dalvi (Coordinator) All HoD	



		report iv. Submission of report to IQAC v. Prepare Action Taken Report on feedback		
43	Competitive Exam & Guidance		Mr. N. V. Nagare Dr. S. Y. Brahamne Mr. M. M. Jorwekar Mr. Sachin Dorage Mr. G. R. Walunj	
44	Teacher Guardian Committee (Mentor- Mentee Scheme) & Remedial Teaching	i. Allot the mentors to each mentee ii. Solve the problems of the mentee collectively iii. Plan and identify slow and advance learner through the aptitude test for the effective execution of remedial teaching to slow learners iv. Take review and monitor the activity and outcomes.	Dr. M. M. Sakalkale All Head of Department	
45	Mahatma Gandhi Study Center	i. Organize programmes, lectures, films on Gandhian philosophy ii. Organize Gandhi Vichar Sanskar Examination iii. Collaborate with other organizations for the implementation of the activities	Dr. H. A. Rathod Mr. N. V. Nagare Miss. S. A. Thitame	
46	Y. C. M. O. U. Nashik- Study Center	i. Manage the classes and examinations of the students ii. Facilitate the students with infrastructure, books and necessary amenities	Mr. V. R. Pande	
47	Entrepreneur Development	Start up and Innovation Cell	Mr. J. D. Dere Mr. S. B. Khamkar Mr. A. L. Pokale	



**IQAC Coordinator**  
J.M.B.S.T. College, Sangamner



*wfahl*

**Principal**  
Sahakar Maharshi Bhausaheb Santuji Thorat  
College of Art's, Science & Commerce  
Sangamner - 422 605