

**MAHATMA GANDHI ARTS, SCIENCE AND LATE
NASARUDDHINBHAI PANJWANI COMMERCE COLLEGE ARMORI
DIST.GADCHIROLI.**

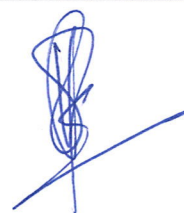
Portfolio: 2023-24

Principal and Staff Council Chairman : Dr. L. H. Khalsa
Vice-Principal : Dr. C. P. Dorlikar
IQAC Coordinator : Dr. S. S. Kola
Staff Council Secretary : Dr. V. H. Raiwatkar

Program Head

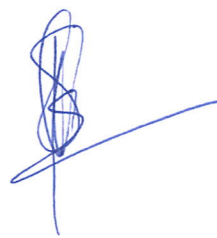
- i) Arts: Dr. N. N. Meshram**
ii) Science: Dr. J. N. Papadkar
iii) Commerce: Dr. M. M. Thaore

Committees	Obligatory Function	In-charge
Internal Quality Assurance Cell (IQAC)	<ul style="list-style-type: none"> ▪ Strategic Plans and its Deployments ▪ Institutional Annual Academic Calendar. ▪ Co-curricular Diary Checking. ▪ Governance Attributes, Policies ▪ Administrative Setups, Rules, Codes, Procedures, etc. ▪ Collection of relevant documents from staff ▪ Meeting with staff on strategic issues, etc. ▪ API verifications ▪ Institutional Annual Report. ▪ Paris Sparsh NAAC Mentoring. 	1. Dr. Satish Kola 2. Prof. A.P. Raut 3. Prof. V.P. Padole 4. Dr. N. D. Bansod 5. Dr. D.V. Thakre 6. Prof. S. K. Mohurle 7. Dr. V.H. Raiwatkar 8. Dr. V.I. Kahalkar
Academic Activities Planning, Monitoring and Implementation Committee.	<ul style="list-style-type: none"> ▪ Planning of Certificate/Add on/Value added Courses. ▪ Drafting of Departmental Academic Calendars. ▪ Drafting of POs, PSOs and Cos. ▪ Project/Field works/Field Visit Internships Curriculum Vigilance (Syllabus Completion). ▪ Collection of Letters of Paper setting/ Valuation / BOS / Academic Council, etc. 	1. Dr. Satish Kola 2. Prof. A. P. Raut 3. Prof. V.P. Padole
Feedback Analysis Committee	<ul style="list-style-type: none"> ▪ Student Teacher ▪ Employer ▪ Parent ▪ Alumni ▪ Student Satisfaction Survey 	1. Dr. M. M. Thaore 2. Prof. A. P. Raut
Admission and Result Analysis Committee.	<ul style="list-style-type: none"> ▪ Enrolments - Gender-wise, Category-wise, Course-wise and Programme-wise. ▪ Approved University Letters and Lists of Sanctioned and Filled Student Strength. ▪ Analysis of Results along with Interface Meetings. 	1. Dr. J. N. Papadkar 2. Dr. C. P. Dorlikar 3. Prof. Parag Meshram 4. Shri. K.D. Ramteke



	<ul style="list-style-type: none"> ▪ Evaluation of POs, PSOs and Cos ▪ Relevant and Spontaneous Activity. 	
Innovative Teaching-Learning Committee.	<ul style="list-style-type: none"> ▪ Remedial-boosters, Seminar, GD, Flip, Problem Solving Techniques, Projects, etc. ▪ ICT Usage, e-Content Development e-Courses like SWAYAM, etc. ▪ Miscellaneous student centric initiatives 	<ol style="list-style-type: none"> 1. Dr. C. D. Mungmode 2. Prof. N. A. Borode
Internal and External Assessment Committee.	<ul style="list-style-type: none"> ▪ Planning, Monitoring of Internal and External Assessments ▪ Respective Grievances 	<ol style="list-style-type: none"> 1. Prof. G. N. Borkar 2. Prof. N.A. Borode
Research Development and Incubation Committee.	<ul style="list-style-type: none"> ▪ Planning and Monitoring of Research funds Organizing Symposiums on Research Methodology and IPR. ▪ Workshops, Seminars, Conferences on respective subjects ▪ Encouraging faculty to publish research articles in UGC Care List publications, books, chapters, conf. proceedings, etc. ▪ Exploration of the list of UGC Care listed Journals ▪ Incubation Centre. ▪ Proposals and monitoring of higher learning centres (IHLRSS) and CIC. ▪ MoUs/Collaboration/Linkages. ▪ Organization of Science Exhibition and participations in research-based events. 	<ol style="list-style-type: none"> 1. Dr. C. D. Mungmode. 2. Dr. N. D. Bansod 3. Dr. V. P. Gorde 4. Shri. Prashant Ganvir
Institutional Distinctiveness and Best Practices	<ul style="list-style-type: none"> ▪ Relevant spontaneous and directed activities 	<ol style="list-style-type: none"> 1. Dr. P. S. Ganvir. 2. Dr. N. N. Meshram. 3. Prof. S.M. Sontakke
Environment Study Centre	<ul style="list-style-type: none"> ▪ Green Initiatives within and beyond the Campus, Eco Club. Green Army etc. Campus Beautification. 	<ol style="list-style-type: none"> 1. Dr. V. I. Kahalkar 2. Dr. V. P. Gorde.
Knowledge and Resource Committee	<ul style="list-style-type: none"> ▪ Student participations in Intra- & Interuniversity symposiums/relevant events Symposiums on Entrepreneurships ▪ Library Automation-ILMS, e-Resources, Purchases and Footfalls. ▪ Library Orientation Program, DelNet, N-list and Introduction of New Resources. ▪ Relevant spontaneous and directed activities 	<ol style="list-style-type: none"> 1. Dr. K. N. Wasurke 2. Dr. N.N. Meshram 3. Dr. V. H. Raiwatkar <p>Student Representatives</p> <ol style="list-style-type: none"> 1. 2.
NSS Department	<ul style="list-style-type: none"> ▪ Extension Activities for Students, ▪ Outreach Activities including road safety Campaign. ▪ Student participations in Intra- & Interuniversity extension events ▪ Statistics of Participation and Awards ▪ Relevant spontaneous and directed activities 	<ol style="list-style-type: none"> 1. Prof. S. M. Sontakke 2. Dr. S. T. Nagdeve <p>Student Representatives</p> <ol style="list-style-type: none"> 1. 2.
Press, Media and Publicity Committee	<ul style="list-style-type: none"> ▪ News Report ▪ Life Long Education and Extension ▪ Relevant spontaneous and directed activities 	<ol style="list-style-type: none"> 1. Prof. D. M. Ghonmode 2. Shri. Prashant Ganvir

Website and Social Media Committee	<ul style="list-style-type: none"> ▪ Website Development and Maintenance ▪ Development and Maintenance of Facebook ▪ and YouTube handles 	1. Prof. V.P. Padole 2. Prof. N. A. Borode 3. Prof. S. D. Chute 4. Prof. Arpit Kharwade
e-Governance Committee	<ul style="list-style-type: none"> ▪ Development and Maintenance of e-Governance. ▪ Making of e-Governance Policy. ▪ Relevant spontaneous and directed activities. 	1. Dr. P. S. Ganvir 2. Shri. Dhiraj Nimagade
Infrastructure Committee	<ul style="list-style-type: none"> ▪ Existing Maintenance (Civil, Electrical, etc.) ▪ Proposal of New Purchase ▪ Development and Maintenance of IT Infrastructure ▪ Fire Safety Equipment and Maintenance 	1. Dr. D. V. Thakare 2. Dr. G. M. Kadhav Student Representatives 1. 2.
Well-wisher Committee	<ul style="list-style-type: none"> ▪ Alumni Associations ▪ Parent-Teacher Association ▪ Electoral Club 	1. Prof. M. K. Ramteke
Student Welfare and Discipline Committee	<ul style="list-style-type: none"> ▪ Govt./Non-govt. scholarships-Free-ships pursuit. ▪ Academic Excellence Awards. ▪ Disable friendly environment ▪ Caretaker/Mentor-Mentee Scheme ▪ Sports, Gymnasium and indoor stadium and maintenance. ▪ Statistics of Participations ▪ Discipline and Morning Prayer ▪ Student Grievances ▪ Code of Conducts ▪ Earn and Learn Scheme Committee. 	1. Dr. C. P. Dorlikar 2. Dr. J.N. Papdakar 3. Dr. D. V. Thakare 4. Prof. G. W. Borkar Student Representatives 1. 2.
Women Empowerment Committee.	<ul style="list-style-type: none"> ▪ Women's development cell ▪ Girls Common Room and Washroom Maintenance and Inspection ▪ Women's Grievance and Redressal Cell (Vishakha Guidelines) ▪ Gender Equity Initiatives. 	1. Prof. S. B. Kumre 2. Dr. S. T. Nagdeve 3. Prof. S. K. Mohurle 4. Prof. K. D. Khobragade Student Representatives (Girls Only) 1. 2.
Employment Guidance Bureau/ Student Capacity Building Committee.	<ul style="list-style-type: none"> ▪ Events for Soft Skills/Life Skills ▪ (Yoga/Physical fitness, health and Hygiene)/Language-Communication Skills/ICT-Computing Skills ▪ Competitive Examination Guidance and Counselling ▪ Placements, Progressions, Exam Qualifications. 	Prof. P. S. Meshram



Staff Welfare and Empowerment Committee.	<ul style="list-style-type: none"> ▪ Record of Full-time teachers (NET/SET/PhD, Committee/Recognition Letters, Awards, etc.) ▪ Welfare Measures ▪ Appraisal Systems for Promotions, ▪ Financial Support from Institute, ▪ Attendance to FDP/Trainings/Orientations/ ▪ Refreshers, Staff guidance and training. ▪ Staff Training and Guidance. 	<ol style="list-style-type: none"> 1. Dr. V. P. Gorde 2. Dr. G. M. Kadhav
Internal and External Audit Committee.	<ul style="list-style-type: none"> ▪ Academic ▪ Financial ▪ AISHE/NIRF/ISO/NBA/etc. Certifications and Reports, 	<ol style="list-style-type: none"> 1. Dr. S. S. Kola 2. Dr. V.H. Raiwatkar 3. Shri. D. G. Nimgade 4. Shri Prashant Dadmal
Cultural Department	<ul style="list-style-type: none"> ▪ Commemorative days, ▪ Creation of Inclusive Environment ▪ All Cultural Events ▪ Student participations in Intra & Interuniversity cultural events ▪ Record of the Participation and Awards 	<ol style="list-style-type: none"> 1. Prof. S. B. Gedam 2. Dr. G. N. Kadhav 3. Dr. V.H. Raiwatkar <p>Student Representatives</p> <ol style="list-style-type: none"> 1. 2.
Dr. B. R. Ambedkar and Mahatma Gandhi Study Centre.	<ul style="list-style-type: none"> ▪ All the relevant activities associated with the study centres. ▪ Relevant spontaneous and directed activities. 	<ol style="list-style-type: none"> 1. Prof. D. M. Ghonmode. 2. Prof. M. K. Ramteke 3. Dr. R. M. Thombre


Note:

1. All the committee heads should take their charges immediately.
2. The planning, implementation, monitoring, documentation etc. of Activity / initiative /event are the primary responsibilities of the committee heads.
3. The committee heads should assure the functional synchronization with the policies and planning of the Internal Quality Assurance Cell.
4. The discrete report (prescribed format) of an individual activity/initiative/event should be submitted to the IQAC within 06 working days of its execution.
5. The cumulated report is expected to be submitted at the end of the session on prior notice in form of an Annual Report.
6. The committees will be functional till the further notice.

Date: 01/07/2023

Place: Armori




Principal
 M.G. Arts, Science & Late N.P.
 Commerce College Armori
 Late N.P. Commerce College
 ARMORI, Dist. Gadchiroli