

Mahatma Gandhi Vidyamandir's  
**Karmaveer Bhausaheb Hiray**  
**Arts, Science & Commerce College, Nimgaon Tal. Malegaon, Dist. Nashik.**

**DISTRIBUTION OF DEPARTMENTAL WORK FOR THE ACADEMIC YEAR 2022-2023**

SR.NO.	DEPARTMENT/COMMITTEE	NAME OF THE COMMITTEE MEMBERS	Signature	NATURE OF THE WORK OF THE DEPARTMENT COMMITTEE
1	<b>TIME TABLE , ACADEMIC CALENDER &amp; PLANNING</b>	1. Dr.Rajaram Gaman Shewale		To Prepare the academic/general and class-wise, teacher wise time table as per norms prescribed by UGC/University for teaching periods and practical's/project periods to prepare & see the academic planning of all departments.
		2. Mr.Uddhav Kalu Kudase		
		3. Mr. Prabhakar Jivalal Koli		
4	<b>N. S. S.</b>	1. Dr.Bhausaheb Ukha Pawar		To conduct the activities as per guide lines of S.Phule Pune University.
		2.Miss. Sayali Nitin Pagar		
		3. Mr.. Baliram Jayawantrao Hiray		
5	<b>CULTURAL PROGRAMMEs</b>	1. Dr.Rajaram Gaman Shewale		To arrange the various programmes of the students for participation in the Univerrrsity State, National Level and as well as in the various functions of the college.
		2. Dr.Bhausaheb Ukha Pawar		
6	<b>H.R.Supervisal</b>	Dr.Sandip Ashok Wagh		
	<b>P.RO</b>	Mr.Vinod Kedare		

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6	<b>STAFF ACADEMY</b>	1. Mr.Sahebrao Keval Wagh		To arrange the Programme with the Programme with the prior permission of the Principal to submit the ANNUAL REPORT.
		2. Mr. Kailas Vitthalrao Nikam		
7	<b>TOURS AND EXCRUSIONS</b>	1. Mr.Sharad Arujan Wagh		To arrange the study tours or general tour of the students and staff with the permission of the Principal.
		2. Mr.. Shubham Uttamrao Patil		
		3. Mr.. Pranay Anand Vichare		
8	<b>SOCIAL SCIENCE ASSOCIATION</b>	1. Dr.Bhausahab Ukha Pawar		To arrange the functions, to report annually to magazine committee. Prior permission must be required for the Expenditure.
		2. Mr.Uddhav Kalu Kudase		
9	<b>LIBRARY ADVISORY COMMITTEE</b>	1. Dr.Kadam Ujjan Bhagwan (Chairman)		To purchase the books and Journals within the Budget.
		2 Mr.. Shubham Uttamrao Patil		
		3. Dr.Rajaram Gaman Shewale		
		4. Dr. Bharatchandra Punjaram Shewale		
		5. Mr. Kailas Vitthalrao Nikam		
10	<b>STUDENTS DEVELOPMENT</b>	1. Mr.Sahebrao Keval Wagh		To Conduct the scheme of Earn and Learn as per norms of S.Phule Pune
		2. Dr.Bhausahab Ukha Pawar		University within Budge Provision.
		3. Mr. Ramesh Tanaji Kuwar		

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11	<b>CAMPUS BEAUTIFICATION</b>	1. Dr.Manish Madhukar Deore		To develop college garden and premises of the botanical garden with prior approval of the Principal.
		2. Mr. Ramesh Tanaji Kuwar		
12	<b>EXAMINATION COMMITTEE</b>	1. Mr.Sharad Arujan Wagh		To conduct the Term End Exam/Test Tutorials. To maintain the up to date record of marks of Term End Exam & Test Tutorials. To Comply the problems of students regarding various S.Phule Pune University Exam. To Comply the revaluation, verification and case of unfairmeans etc., & any other work assigned by Principal.
		2. Dr.Manish Madhukar Deore		
		3. Mr.. Baliram Jayawantrao Hiray		
13	<b>COMPETATIVE EXAMINATION</b>	1.Dr.Bharatchandra Punjaram Shewale		To conduct the Competitive Examination.
		3. Mr. Ramesh Tanaji Kuwar		
14	<b>DISCIPLINE COMMITTEE</b>	All Heads		To Control the students discipline.
15	<b>PUBLICITY (Magazine)</b>	1. Dr.Rajaram Gaman Shewale		To send the news to the editors for various functions in the college. To send the aarticles to University, with the Principal.
		2. Mr.Uddhav Kalu Kudase		
		3. Dr.Bharatchandra Punjaram Shewale		
		4. Mr.. Shubham Uttamrao Patil		

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16	<b>DEBATING COMMITTEE</b>	1. Dr.Bharatchandra Punjaram Shewale		To attend the Debating Programme.
		2. Mr.Uddhav Kalu Kudase		
		3. Dr.Sandip Ashok Wagh		
		4. Dr.Bhausahab Ukha Pawar		
		5. Mr.. Pranay Anand Vichare		
17	<b>NAAC COMMITTEE AND IQAC</b>	1. Dr.Sandip Ashok Wagh		To Prepare SSR reports and QIP reports.
		2. Dr.Bharatchandra Punjaram Shewale		
		3. Mr.Sharad Arjun Wagh		
		4. Mr.Sahebrao Keval Wagh		
		5. Dr.Manish Madhukar Deore		
		6. Mr.. Shubham Uttamrao Patil		
		7. Mr.. Baliram Jayawantrao Hiray		
18	<b>SOFT SKILL DEVELOPMENT &amp; RUSSA</b>	1. Mr.. Shubham Uttamrao Patil 2. Dr.Bharatchandra Punjaram Shewale		To submit the proposals to S. Phule Pune University.
19	<b>ARC</b> <i>(Savitribai Phule Pune University)</i>	1. Dr.Bharatchandra Punjaram Shewale		To submit the proposal to S.Phule Pune University for Seminar, Wrokshop and so on.
		2. Dr.Rajaram Gaman Shewale		
		3. Mr. Shubham Patil		

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20	<b>UGC &amp; QIP</b>	1. Dr.Sandip Ashok Wagh		To submit the proposals to UGC and SSPU
		2. Dr. Bharatchandra Punjaram Shewale		
21	<b>ANTI RAGING COMMITTEE</b>	1. Dr.Manish Madhukar Deore		To manage the pure and freshly environment in college campus.
		2. Dr.Rajaram Gaman Shewale		
		3. Dr.Bhausahab Ukha Pawar		
		4. Mr. Kailas Vitthalrao Nikam		
22	<b>WOMEN REDRESSAL CELL.</b>	1. Rubeena Bano		-
		2. Dr.Rajaram Gaman Shewale		
23	<b>RTI</b>	1. Dr. Ujjan Bhagwan Kadam		-
		2 Dr.Sandip Ashok Wagh		
		3. Mr. Prabhakar Jivalal Koli		
24	<b>TRAINING &amp; PLACEMENT</b>	1. Dr. Bharatchandra Punjaram Shewale		-
		2. Dr.Manish Madhukar Deore		
		3. Mr.Sahebrao Keval Wagh		
		4. Mr.. Shubham Uttamrao Patil		

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26	<b>VALUE BASED PROGRAMME</b>	1. Dr.Rajaram Gaman Shewale		To organize various functions in college related to value educations and organize jaywant of National freedom fighters.
		2. Dr.Manish Madhukar Deore		
27	<b>STUDENTS GRIVENENCE CELL</b>	1. Mr.Uddhav Kalu Kudase		-
		2. Dr. Bharatchandra Punjaram Shewale		
		3. Dr.Rajaram Gaman Shewale		
28	<b>Jayanti &amp; Punytithi Celebration</b>	1. Mr.Uddhav Kalu Kudase		For this programme to make prepration of Gufet, Photo & Notice of programme. As well as prepaid news about the programme.
		2. Dr.Bhausahab Ukha Pawar		
29	<b>Alumini /Parent Association</b>	1. . Dr.Bhausahab Ukha Pawar		
		2. Mr.Uddhav Kalu Kudase		
		3. Mr.. Shubham Uttamrao Patil		
31	<b>Science Association</b>	1.Mr.Sahebrao Keval Wagh		
		2. Mr.. Shubham Uttamrao Patil		
32	<b>Commerce Association</b>	1. Mr. Gangode Krushna Pandurang		
		2. Mr.Bhushan Vithoba Gavit		

Place : Nimgaon  
Date : 17.03.2023

Dr. Rajaram Gaman Shewale

**Dr. Ujjan Bhagwan Kadam**