

Mahatma Gandhi Vidyamandir's
Mahilaratan Pushpatai Hiray Arts, Science and Commerce Mahila Mahavidyalaya, Malegaon Camp Dist. Nasik
Distribution of Extra Curricular work for the Academic Year 2022-2023

Sr. No.	Name of Committee	Name of the Committee Members	Functions/ Activities
1.	Discipline Committee	Dr. Ujjwala Shivaji Deore – Principal(Chairperson) Dr. Deepanjali Karbhari Borse (Vice Principal) Dr. Tejswini Akur Sontakke (Academic Sup.) Dr. Lahanu Vitthal Jadhav (DPE) Smt. Pradnya Ramesh Deore (Librarian] Mr. Bhgwan Kadu Pawar (Office Sup.)	To maintain discipline during admission process. To maintain discipline during various curricular and extracurricular activities conducted by college. To submit monthly and annual report to the IQAC
2	UGC & SPPU Schemes Co-ordination Committee	Dr. P. A. Survase - Co-coordinator Dr. A. S. Kale - Member Dr. V. T. Ramavat - Member Dr. P. Y. Vyalij - Member	Help to develop and improve academic and administrative performance of the college. To promote college functioning towards quality enhancement through quality cultural and best practice.
3	Academic Planning & Time-Table Committee	Dr. R. B. Sawant - Chairman Smt. N. S. Desale - Member Mr. J. R. Bhavsar- - Member Dr. V. T. Ramavat - Member	To prepare time-table general and special subject for theory and practical (Include division) To submit Academic calendar and audited statement to management and IQAC
4	Examination Committee	Dr.. D. A. Pawar - CEO Dr. T. A. Sontakke - Member Smt. S. L. Yennawar - Member Dr. G. L. Kolte - Member Dr. P. Y. Vyalij - Member Dr. R. P. Hiray - Member Dr. A. S. Kale - Member Shri. R. J. Saundane - Member Miss. Durga A. Salunke - Member	To conduct terminal examination, test and tutorials as per norms. To solve the problems of students regarding examination. To correspond with University regarding revaluation, verification and unfair means.

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5	IQAC and NAAC Co-ordination Committee	Dr. D. K. Borse IQAC Chairperson Dr. Ujjwala Shivaji Deore Principal Dr. V. M. Nare- NAAC Co-coordinator Dr. D. N. Thakare – NAAC Asst.Co-coordinator Smt. Saima Firdous- IQAC Asst. Co-ordinator Dr. Pradnya A. Survase Member Dr. Y. D. Ghumare Member Shri. B. K. Pawar Member	To collect the data of the all activities done by the staff members. To keep continuous correspondence with MGV's Internal NAAC committee & NAAC Office Bangalore. To submit the annual report at the end of the academic year. To prepare and submit AQAR report every year.
6	Students Development Officer (SWO)	Dr. Y. S. Patil Social Welfare Officer	To monitor different schemes running under student welfare dept. To submit statements of Utilization in time SPPU. To conduct the program as per the guideline of Uni. to keep up to date record of program conducted regularly. To Provide necessary information to NAAC Committee. As per the Maharashtra Universities Act [MUA] 1994 section 40, students council is to be established every year during the first term. To conduct election smoothly and select U. R. as per section 40(2) (a) of M. U. A.
6 (A)	National Service Committee	Dr. D. R. Chandramore - Chairperson Smt. S. J. Salunke - Member Dr. R. N. Sawant - Member Mr. Anil S. Bachhav -Member	To apply to University for sanction of Students Unit Approval. To organize one day NSS workshop in adopted village. To conducted Special winter camp in adopted village as per University norms. To submit audited statement and utilization to finance Dept. of SPPU,NAAC,IQAC
6 (B)	Anti Ragging Committee	Dr.Ujjwala S. Deore Principal Chairperson Dr.M.F.Patil - Member Dr. D. K. Borse - Member Smt.S.L.Yennawar - Member Smt. S. R. Joshi - Member Dr. Premal R. Deore - Member	To monitor the anti-ragging activities in College. To take the action on students involve in anti-ragging. To insist the students to Visit the UGC Website and full their online forms To collect anti-ragging forms from students & to submit annual report to SPPU,NAAC,IQAC
6 (C)	<u>Grievance Redressal Cell</u> Students Grievance Committee	Dr. M. F. Patil Chair- Person Mr. J. P. Dixit Member	To scrutinize & solve the problems of female staff and students. To maintain the record of complaints and solved eases. To submit the report at the end of academic year to IQAC
	Womens Grievance Committee	Dr. R. B. Sawant Chairperson Smt. M. S. Sonawane Member	

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6 (D)	Students Council Committee	Dr. Borse D.K. Chair - Person Dr. D.A.Pawar Member Dr. Y.S.Patil Member	As per the Maharashtra University Act (MUA) 1994 Section 40- Students Council is to be established every year during the first term. To conduct election smoothly and select U.R as per section 40(2) (a) of M.U.A
6 (E)	College Magazine Committee	Dr. Y. D. Ghumare Chair - Person Dr. S. T. Jaiswal Member Dr. M. P. Patil Member Mr. N. A. Patil Member Smt. S. L. Yannawar Member Dr. Premal R. Deore Member Mr. S. A. Wagh	To motivate student to write article, poems and various subjects. Collect select and scrutinize literary articles obtained from students and collect various circular and extracurricular activity reports publish in college Magazine.
7	Alumni & Parent Coordination Committee	Smt. S. L. Yannawar - Chair-Person Dr. Premal Deore -Member Dr. Z. S. Ansari -Member Mr. V. U. Shelar -Member Dr. G. L. Kolte -Member	To conduct meeting at regular intervals. To maintain the record of associations To submit the report at the end of academic year.
8	Debating & Elocution Committee	Dr. M. P. Patil - Chair-Person Mr. N. A. Patil - Member Dr. Premal Deore - Member Dr. Y. D. Ghumare -Member Smt. S. A. Sevekari -Member	To inform students about competitions organize by various institutions. To motivate students in participation of various competitions.
9	Feedback & Roll Call Committee	Smt. S. A. Sevekari - Chair-Person Dr. M. P. Patil Member Dr. S. T. Jaiswal Member Smt. S. J. Salunke Member Mrs. Durga Salunke Member	To obtain feedback from teacher, students & alumni. To prepare report and submit to IQAC. To help to collect data require for students satisfaction survey. To submit monthly and annual report to IQAC.
10	Celebration of Various Days & Publicity Committee	Mr. J. R. Bhavsar Chair-Person Mr. R. A. Pawar Member Dr. Z. S. Ansari (Publicity-Urdu)-Member Mr. A. S. Jadhav (Publicity-Marathi)-Member Mr. T. A. Bhosale Peon	To prepare news of the programs organized To send news to the editors of various newspapers. To help to maintain articles in library files registers. To submit annual report at the end of academic year.

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11	Cultural Committee	Smt. A. C. Sevekari Chairperson Mr. A. S. Jadhav Member Dr. R. P. Hiray Member	To organize the cultural programs. To encourage students to participate in cultural activities and other competition.
12	College Association : A) Arts and Social Science Committee	Dr. D.A.Pawar Chairman Mr. R.K.Suryawanshi (Soci.Sci)Member Mr. S.A.Wagh (Soci.Sci) Member Dr. R.N.Sawant (Soci.Sci) Member Miss. Rohini Pawar Member Dr.Y.D.Ghumre (Language) Dr. Premal R. Deore (Language) Mr.R.D.NIkam	To organize lectures of eminent personalities based on record development in social sci. To submit annual report at the end of academic year.
	B)Commerce Association Committee	Smt. S. L. Yannawar- Co-ordinator DR.V.T.Ramavat Member Dr. M. F. Patil- Member	To organize lectures of eminent personalities based on record development in social sci. To submit annual report at the end of academic year.
	C) Science Association Committee	Dr. S. S. Harne Co-ordinator Dr. R. A. Pawar Member	To organize lectures of eminent personalities based on record development in social sci. To submit annual report at the end of academic year.
13	Excursion & Tour Committee	Dr. T. A. Sontakke Chairman Dr. D.A.Pawar Member Dr. R. P. Hiray Member Smt. D.R.Chandramore Member Shri.Anil Bachhav Member	To take prior permission from Institute. To arrange the excursion, tours of students & Staff as per the Syllabus prescribed by the University. To submit the annual report at the end of the academic year.
14	Staff Academy Committee	Smt.N.S.Desale Chairman Dr.R.P.Hiray Member Smt.Pradnya Deore Member Mr.K.K.Kapadnis Member	To arrange the various lectures of eminent personalities and staff members. To submit the annual report at the end of academic year.
15	Competitive Examination & Guidance Committee	Mr.P.Y.Vhyalij - Chairman Dr.S.S.Harne Member Dr. M. F. Patil - Member Smt.Pradnya Deore Member Mr.H.S.Aher	To arrange lectures of eminent personalities and guide the students regarding various competitive examinations. To inform the students about various competition organize by various institution To motivate the students to participate in this competition. To submit the annual report at the end of the academic year.

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16	Campus Beautification & Swachha Bharat Abhiyan Committee	Dr.Y.S.Patil - Chair-person Mr.R.K.Suryawanshi - Member Dr.G.L.Kolthe - Member Mr.S.A.Wagh - Member Shri.P.K. Jadhav Member	To develop the Botanical Garden. To cultivate ornamental and medicinal Plants related to B. Sc Syllabus. To maintain the flora & fauna of the college campus.
17	Academic Research Committee (ARC)	Smt. P. A. Survase - Co- Ordinator Smt.S.J.Salunke - Member Dr.Dipak Thakre - Member Smt. Dipali Chandramore – Member	To develop research culture among faculty and to encourage them to do Minor/Major Research Project of BCUD . To submit the annual report at the end of the academic year.
18	Placement Cell / Carrer Committee	Dr.V.T.Ramavat - Chair-person Dr.R.B.Sawant - Member Mr.J.P. Dixit - Member Mr.J.R. Bhavsar - Member Mrs K.S.Patil - Member	To organized placement camps. To communicate with different agencies in stipulated time. To collect information of candidates placed by different companies or agencies.
19	Website Updating Committee	Dr. P.A. Survase - Chair-person Dr. V. M. Nare Member Smt. Pradnya Deore Member Mrs. Durga Salunke - Member	To update the college website time to time as per norms and conditions laid down by NAAC, UGC, AISHE, JDHE, SPPU, MGV etc.
20	Medical Checkup Committee	Dr. R.N.Sawant - – Chair-person Dr. L. V. Jadhav - Member Dr. M. P. Patil Member Smt. S.T.Jaiswal Member Mr.V.U.Shelar Member Dr.R.A.Pawar Member Dr. Naseem Ansari Member Mrs.Kavita Patil Member	To provide curricular, extracurricular & general work to the volunteers. To transfer the amount of actual work on students accounts. To submit annual report and accounts at the end of academic year.
21	Government & University Scholarship Committee	Dr. A.S.Kale - Chair-person Dr.R.P.Hire Member Smt.Saima Firdaus - Member Mr. A.S.Jadhav - Member Dr.Nassem Ansari - Member Mrs.Gayabai Shinde Member	To inform students about various scholarship schemes. To help the students in solving problems related to the different scholarships. To submit annual report and account report to the NAAC and IQAC.
22	Soft Skill Development Committee	Smt. S. R. Joshi - Chair-person Prof. G.L.Kolate Member Mr.J.P.Dixit - Member	To submit the report at the Savitribai Phule Pune University To conduct SSD program for the final year students.

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23	UGC's B. Voc & C. C. Committee	Dr.D.K.Borse - Chair-person Smt.N.S.Desale Member Smt,Yennawar - Member Dr,M.F.Patil - Member Dr. L.V.Jadhav - Member Dr. S.S.Harne - Member Shri.Pravin Bachhav	As per UGC Rules To apply for various schemes for financial assistance. To submit annual reports and account statements to UGC, NAAC and UGC.
29	Divyang Cell	Dr.Ujjwala Deore Principal Chair-person Dr.D.K.Borse Member Dr. Y.S.Patil Member Dr. D.A.Pawar Member Dr. Y. D. Ghumre Member	To help and provide the amenities differently able students. To acquaint them with University and Govt.circulars. To counseling and guidance.
30	Equal Opportunity Cell	Dr.Ujjwala Deore Principal Chair-person Dr. Pradnya A. Survase Member Dr. Yogita S. Patil Member	To organize lectures of eminent personalities based on equal opportunity. To organize programs on gender sensitization.
31	NEP	Smt. N.S. Desale Chairperson Dr. P. A. Survase Member Smt. D. R. Chandramore Member Dr. G. L. Kolte Member	To organize activities based on New Education Policy - 2020

- NOTE- 1] The Principal is the Ex-Office President of all the above college committees and her decisions shall be final and binding on all matters.
No person is invited to address meetings in the college without the prior permission of the Principal.
- 2] For incurring any expenditure, prior permission of the office is to be sought at least a week before incurring such expenditures.
- Place – Malegaon Camp

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(Dr. Mrunal Bhardwaj)
ACTING PRINCIPAL
M.P.H. Mahila Mahavidyalaya
Malegaon Camp 423105 (Nashik)