



Prof. Dr. S. K. Pagar
M.A, B.Ed, M.phil & Ph.D)
Principal

Maratha Vidya Prasarak Samaj's
ARTS, COMMERCE AND SCIENCE COLLEGE, VADNER BHAIRAV
Tal. Chandwad, Dist. Nashik (M.S.) – 423111



Affiliated to S.P.Pune University, Pune (CAAN018670)
NAAC Accredited "B+" (2.70 CGPA), ISO 9001:2015 Certified
E- Mail – accvadner@rediffmail.com / PH – 02556-275726
Website – www.vadnercollege.ac.in (AISHE : C-41680)

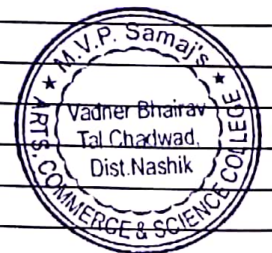
Sr.No.	Name of Committee	Members
1	In Charge	Mr. A. L. Bhagat (Overall College) Mr. V. S. Jadhav (Arts) Mr. D. H. Bhagure (Commerce) Mrs. S.R.Darle (Science) Mr. S. B. Shinde (Office) Mr. S. A. Bacchav (Head Peon)
	Duties and Responsibilities	<ul style="list-style-type: none"> To coordinate between staff and student for smooth conduct of administration
2	IQAC	Prof. Dr. S. K. Pagar (Chairman) Mr. A. L. Bhagat (Coordinator) Smt. Nilimatai Pawar (Employer) Ex. MLA. Uttambaba Bhalerao (Management) Mr. Bhausahab Thombare (Industrialist) Mr. Bhausahab Bhalerao (Local Society) Mr. Vasanttrao Gawali (Stakeholder) Mrs. S. B. Medhane (Teacher Representative) Mr. B. P. Gaikwad (Teacher Representative) Mr. Dhiraj Dumbare (Alumni) Miss. (Student Representative) Mr. S. B. Shinde (Administrative Officer)
	Duties and Responsibilities	<ul style="list-style-type: none"> 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	Prof. Dr. S. K. Pagar (Chairman) Mr. A. L. Bhagat Mr P.P.Nikam Mr. S. B. Shinde
	Duties and Responsibilities	<ul style="list-style-type: none"> To Prepare annual budget for purchases. To implement the purchases policy. To allot budget to various departments
4	Prospectus	Prof. Dr. S. K. Pagar (Chairman) Mr. A. L. Bhagat



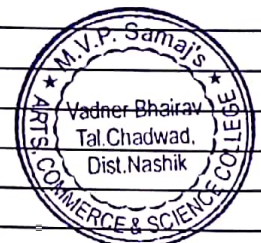
		Mr. V. S. Jadhav
		Mr. D. H. Bhagure
		Mrs. S. B. Medhane
		Mr. S. B. Shinde
	Duties and Responsibilities	<ul style="list-style-type: none"> • Prepare prospectus in consultation with Principal and IQAC • Sending it for printing • Uploading it on college website
5	Website Development and Maintenance	Mr. A. L. Bhagat (Chairman)
		Mrs. S.B. Medhane
		Mr. S. K. Shinde
	Duties and Responsibilities	<ul style="list-style-type: none"> • 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.	Mr. V.S. Jadhav (Chairman)
		Mr. B. P. Gaikwad
	S.Y.B.A.	Dr. D. D. Gavhane (Chairman)
		Mr. S.R. Gangurde
	T.Y.B.A.	Mr. A. L. Bhagat (Chairman)
		Mr. K. Gopale
	F.Y.B. Com	Mr. D. H. Bhagure (Chairman)
	S.Y.B. Com	Mr. P. P. Nikam (Chairman)
	T.Y.B. Com	Mrs D.V.Jagatap (Chairman)
	F.Y.B.Sc	Ms. Mrs. S.R.Darle (Chairman)
	S.Y.B.Sc	Mrs K.V.Waje (Chairman)
	Duties and Responsibilities	<ul style="list-style-type: none"> • 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	Mr. S.R. Durdhavle (Chairman)
		Mr. D. H. Bhagure
		Ms. Mrs. S.R.Darle
	Duties and Responsibilities	<ul style="list-style-type: none"> • 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	Mr. J.L.Pagare (Chairman)
		Mr. S.K. Shinde
		Ms. S. B. Medhane
	Duties and Responsibilities	<ul style="list-style-type: none"> • Coordinate between mentor teachers for filling up of forms of various government and non government scholarships



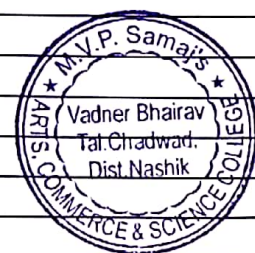
		<ul style="list-style-type: none"> Preparation of record of scholarships as per the requirement of NAAC
10	RUSA / NIRF / AISHE / MIS	Prof. Dr. S. K. Pagar (Chairman)
		Mr. A. L. Bhagat
		Mr D.H. Bhagure
		Mr. S. K. Shinde
	Duties and Responsibilities	<ul style="list-style-type: none"> To collect and fill up the information of the college on its web site To prepare proposals and keep follow up of various schemes Timely submission of information on its web site and take follow up
13	Academic Research Cell	Prof. Dr. S. K. Pagar (Chairman)
		Mr V.S. Jadhav
		Mrs P.D. Tandale
		Mr. D. H. Bhagure
		Student representative
	Duties and Responsibilities	<ul style="list-style-type: none"> Preparation of proposals of Research projects for funding agencies Preparation of students for Avishkar or other research projects competitions Keeping record of research projects, Research papers, publications etc.
14	Affiliation & Workload	Prof. Dr. S. K. Pagar (Chairman)
		Mr. A. L. Bhagat
		Mr. S. B. Shinde
	Duties and Responsibilities	<ul style="list-style-type: none"> Collection and verification of student number and work load Filling up the information on concerned web site
15	Academic and Administrative Audit (AAA)	
		Mr. A. L. Bhagat (Chairman)
		Mr. S. R. Durdhvle
		Mrs D.V. Jagatap
		Mr. S. K. Shinde
	Duties and Responsibilities	<ul style="list-style-type: none"> Collection of information in prescribed format with relevant documents Checking it from third party
16	Examination	
		Mr. A. L. Bhagat (CEO)
		Mr. P. P. Nikam
		Mr V.S. Jadhav
		Mr. M. S. Thakare



	Duties and Responsibilities	<ul style="list-style-type: none"> 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.
		<ul style="list-style-type: none"> Regular check up of University web site for various circulars , notices etc. regarding examination and making its complience
17	NSS	Mr. D. H. Bhagure (NSS Officer)
		Mr. B. P. Gaikwad
		Mrs. Mrs. S.R.Darle
		(Student representative)
	Duties and Responsibilities	<ul style="list-style-type: none"> 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	Mr. V.S. Jadhav (Chairman)
		Mr. S. R. Durdhvle
		Mr. B. P. Gaikwad
		Mrs N.M.Jadhav
		(Student representative)
	Duties and Responsibilities	<ul style="list-style-type: none"> 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	Prof. Dr. S. K. Pagar (Chairman)
		Mr. V.S.Jadhav (SDO)
		Mr. S.R.Durdhvle
		Mrs N.M.Jadhav
		Mrs D.V.Jagatap
		(UR)
	Duties and Responsibilities	<ul style="list-style-type: none"> Encourage student to participate in Earn and Learn Scheme Apply for various schemes in SPPU Construct student council
		<ul style="list-style-type: none"> Organise and conduct the programs ad schemes sanctioned by SPPU Keep record and preparation of reports of the activities
21	Gymkhana	Prof. Dr. S. K. Pagar (Chairman)
		Mr.C. A. More (Physical Director)
		Mr. A. L. Bhagat (Vice Principale)
		Mr. V.S.Jadhav
		Mrs D.V.Jagatap



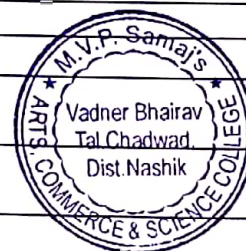
		(Student representative)
	Duties and Responsibilities	<ul style="list-style-type: none"> Encourage students to participate in national/state/University and regional sports tournaments Apply for various proposals and schemes of the Government and University Keep record and preparation of reports of the activities
22	Library	Prof. Dr. S. K. Pagar (Chairman)
		Ms. S. B. Medhane
		Mr. S. R. Durdhvale
		Mr. P.P.Nikam
		Ms. Mrs. S.R.Darle
		(Student representative)
	Duties and Responsibilities	<ul style="list-style-type: none"> 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	Prof. Dr. S. K. Pagar (Chairman)
		Mr. A. L. Bhagat
		Mr. D. H. Bhagure
		Mr.C. A. More
	Duties and Responsibilities	<ul style="list-style-type: none"> To communicate and sign MOU/Linkages with various reputed Academic/ NGO and Private institutes Keep follow up of the activities
24	Anti-Ragging Committee	Prof. Dr. S. K. Pagar (Chairman)
		Mr. A. L. Bhagat (Coordinator)
		Mr. V.S. Jadhav (SDO)
		Mrs. Mrs. S.R.Darle
		Mrs. S.B. Medhane
		Mrs N.M.Jadhav
		Mr. S. B. Shinde (Registrar)
		(UR)
	Duties and Responsibilities	<ul style="list-style-type: none"> Establish Antiragging cell as per the guidelines of Hon.Supreme Court and SPPU
		<ul style="list-style-type: none"> Address issues related to it Timely uploading of information to the University
25	Discipline	Mr. A. L. Bhagat (Chairman)
		Mr.C. A. More
		Mrs N.M.Jadhav
		Mr J.L.Pagare
		Mrs. Mrs. S.R.Darle
		Mrs D.V.Jagatap
		Mr. R.P.Nikam



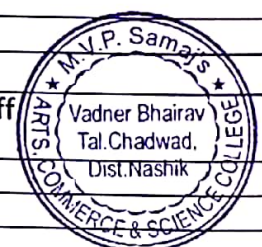
		Mr. R. G.Pachorkar
	Duties and Responsibilities	<ul style="list-style-type: none"> Maintain and observe overall discipline among the students in the college
26	Career Guidance	Mr. A. L. Bhagat (Chairman)
		Mr. D. H. Bhagure
		Mr V.S.Jadhav
		Mrs D.V.Jagatap
	Duties and Responsibilities	<ul style="list-style-type: none"> Establish carrier guidance cell Organize lectures of experts Keep record of student guided
27	Competitive Exam & Placement Cell	Mr. A. L. Bhagat (Chairman)
		Mr. D. H. Bhagure
		Mr. B. P. Gaikwad
		(Student representative)
	Duties and Responsibilities	<ul style="list-style-type: none"> Organize lectures of experts Keep record of student guided Organize placement camps
28	Parent Teacher Association	Mr. A. L. Bhagat (Chairman)
		Mr. D. H. Bhagure
		Mr J.L.Pagare
		Mrs K.V.Waje
	Duties and Responsibilities	<ul style="list-style-type: none"> Establish parent teacher cell as per guidelines of the University Organise parent meets Keep record of proceedings and action taken report
29	Alumni Association	Mr. S.V. Jadhav (Chairman)
		Mr. D. H. Bhagure
		(UR)
	Duties and Responsibilities	<ul style="list-style-type: none"> Establish alumni association as per guidelines of the University Organize alumni meets Keep record of proceedings and action taken report
30	Women Welfare	Mrs. S. B. Medhane (Chairman)
		Mrs. S.R.Darle
		Mrs. N.M.Jadhav
		Mrs. K.V.Waje
		(Student representative)
	Duties and Responsibilities	<ul style="list-style-type: none"> 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	



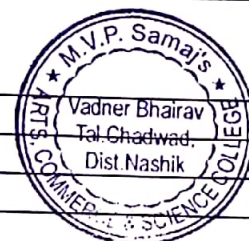
	Prohibition Cell	
		Mrs. S. B. Medhane (Chairman)
		Mrs. S.R.Darle
		Mrs. N.M.Jadhav
		Mrs. K.V.Waje
		Adv. Popatrao Pawar
		Mr. Subhash Purkar
		(Student representative)
	Duties and Responsibilities	<ul style="list-style-type: none"> • Establish cell as per guidelines of the University • Organise meets • Keep record of proceedings and action taken report
33	Grievance Redressal Cell	Mr. A. L. Bhagat (Chairman)
		Mr P.P.Nikam
		Mrs P.D.Tandale
		(Student representative)
	Duties and Responsibilities	<ul style="list-style-type: none"> • Address the grievances of students • Keep the record and action taken report
34	Counseling Cell	Mr. S. R. Gangurde (Chairman)
		Mrs. S. B. Medhane
		(Student representative)
	Duties and Responsibilities	<ul style="list-style-type: none"> • Organise motivation lectures of experts from various area • Organise counselling sessions • Keep the record and action taken report
35	Campus Development	Dr S.K.Pagar (Principle)
		Mr A.L.Bhagat (Vive Principle)
		Mr C.A.More (Pysical Director)
		Mr S.B.Shine
	Duties and Responsibilities	<ul style="list-style-type: none"> • To maintain overall campus development activities
36	Environmental Awareness Programme	Dr S.K.Pagar (Chairman)
		Mr. A. L. Bhagat (Coordinator)
	Duties and Responsibilities	<ul style="list-style-type: none"> • Completion of all the activities related to it
37	Health Club	Dr.S.K.Pagar (Chairman)
		Mr. A.L.Bhagat
		Mr C.A.More
		Mrs D.V.Jagatap
		Mrs N.M.Jadhav
	Duties and Responsibilities	<ul style="list-style-type: none"> • To organize health check up camps for students • Keep the records and action taken reports



38	Literary Association	Mr. V. S. Jadhav (Chairman) Mr. S. R. Durdhavl Mrs P.T.Shinde Mrs P.D.Tandale
	Duties and Responsibilities	<ul style="list-style-type: none"> Organize expert talks Organize competitions related to it
39	Science Association	Mr. A. L. Bhagat (Chairman) Mrs. Mrs. S.R.Darle Mrs. N.M.Jadhav Mrs. K.V.Waje (Student representative)
	Duties and Responsibilities	<ul style="list-style-type: none"> Organize expert talks Organize competitions related to it Organize science exhibition
40	Commerce Association	Mr. D. H. Bhagure (Chairman) Mr. P.P.Nikam Mrs N.M.Jadhav
	Duties and Responsibilities	<ul style="list-style-type: none"> Organize expert talks Organize competitions related to it
41	Social Sciences Association	Mrs N.M.Jadhav (Chairman) Mr. B. P. Gaikwad Mr. S. R. Gangurde (Student representative)
	Duties and Responsibilities	<ul style="list-style-type: none"> Organize expert talks Organize competitions related to it
42	Award	Prof. Dr. S. K. Pagar (Chairman) Prof. A. L. Bhagat Mr C.A.More Mr P.P.Nikam Mr. S. B. Shinde
	Duties and Responsibilities	<ul style="list-style-type: none"> Collection of information awardees Distribution of awards Keep the records
43	Maintenance & Repair	Prof. Dr. S. K. Pagar (Chairman) Mr. A. L. Bhagat Mr.C. A. More Mrs. S.B. Medhane Mr. S. B. Shinde Mr. S.A. Bacchav
	Duties and Responsibilities	<ul style="list-style-type: none"> To look after overall maintenance and repair of infrastructure, lab instruments etc.
44	Staff Academy	Mr. D. H. Bhagure (Chairman) Mrs. S.B.Medhane
	Duties and Responsibilities	<ul style="list-style-type: none"> Organize lecture series of the staff
45	Magazine	Prof. Dr. S. K. Pagar (Chairman) Mr. A. L.Bhagt(V. P.)



		Mr. V.S.Jadhav (Co-Ordinator)
		Mr. S. R. Durdhavle
		(Student representative)
	Duties and Responsibilities	<ul style="list-style-type: none"> • 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	Dr.S.K.Pagar (Chairman)
		Mr. A. L. Bhagat (Coordinator)
		Mr P.P.Nikam
		Mr C.A.More
		(Student representative)
	Duties and Responsibilities	<ul style="list-style-type: none"> • Organize tours and excursions • Follow up of concession in fare
47	Publicity	Mr. A. L.Bhagt (Chairman)
		Mr. D.H.Bhagure
		Mr V.S.Jadhav
	Duties and Responsibilities	<ul style="list-style-type: none"> • Publication of various events in print and digital media
48	Debating, Elocution & Essay Competition	Mr .V.S.Jadhav (Chairman)
		Mr. S. R. Durdhavle
		Mr. P.P.Nikam
		Mr. B. P. Gaikwad
		(Student representative)
	Duties and Responsibilities	<ul style="list-style-type: none"> • Prepare students for Debating, Elocution & Essay Competition at various levels
49	Dr. Jaykar Employability Skills Programme	Dr. S.R.Durdhavle (Chairman)
		Mr. P.P.Nikam
		(Student representative)
	Duties and Responsibilities	<ul style="list-style-type: none"> • Conduct the activity as per the University guidelines
50	ICT	Mr. A. L. Bhagat (Chairman)
		Mr. B. P. Gaikwad
	Duties and Responsibilities	<ul style="list-style-type: none"> • Collect audio visible lectures from staff • Uploading it on college web site • Purchase and overall maintenance of ICT
50	IPR and Industry – Academia Cell	Mr.D.H. Bhagure (Chairman)
		Mrs N.M.Jadhav
		Mrs D.V.Jagatap
		Mrs. S. B. Medhane



\	Duties and Responsibilities	<ul style="list-style-type: none"> Organise lectures/ workshops/ seminars on it
52	Nature Club	Mr. A. L. Bhagat (Chairman) Mrs P.D. Tanadale
		(Student representative)
	Duties and Responsibilities	<ul style="list-style-type: none"> Organise expert's talks/ lectures Arrange tours / visits of the students
53	Disables student and Staff Welfare	Mr. V. S. Jadhav (Chairman) Mr.S. K. Shinde
	Duties and Responsibilities	<ul style="list-style-type: none"> To look after over all welfare of disabled staff and students
54	Class Teacher	
	F.Y.B.A.	Mr. S. R. Durdhavl Mrs. N.M.Jadhav
	S.Y.B.A.	Mr. V. S. Jadhav Mr. B. P. Gaikwad
	T.Y.B.A.	Mrs N.M.Jadhav Mr. S. R. Gangurde
	F.Y.B. Com	Mr. D. H. Bhagure
	S.Y.B. Com	Mr. Mr. P.P.Nikam
	T.Y.B. Com	Mrs D.V.Jagatap
	F.Y.B.Sc	Mrs. S.R.Darle Mrs. K.V.Waje
	Duties and Responsibilities	<ul style="list-style-type: none"> Keep record of the students with respect to gender,category, AHDHAAR, mobile no. email , address, results, attendance
55	Transport Committee	Prof. Dr. S. K. Pagar (Chairman)
		Mr.A. L. Bhagat
		Mr. S. B. Shinde
		Mr. B. V. Jadhav
		Mr. S. S. Kale
		Mr. T. M. Gavhane
		Mr. S. A. Bacchav
	Duties and Responsibilities	<ul style="list-style-type: none"> Manage Daily Transport rout and Other Private uses, maintenance, Premium, Insurance etc. (Buses)

