

Annexure - I

Shiksha Mandal's

Bajaj College of Science, Wardha

(Autonomous College Affiliated to RTM Nagpur University, Nagpur)

Responsibilities for 5 years (Till completion of Fifth Cycle of NAAC)

Sessions 2023-24 to 2027-28

ADDENDUM**(w.e.f. 30th May 2024)****Examination Cell / Board of Examination**

SN	Name	Designation
1	Prof. P. V. Tekade	Principal
2	Dr. Mrs. N. P. Mohabansi	Controller of Examinations
3	Dr. P. F. Dhabarde	Special Invitee
4	Dr. S. R. Tiple	Dy. Controller of Examinations and In-charge-spot valuation Centre
5	Mr. M. G. Ingale	In-charge, Coding of Answer Book
6	Dr. P. A. Saudagar	Evaluation Expert, IQAC Coordinator and DigiLocker
7	Prof. V. M. Ghodki	NEP Nodal officer & Squad committee member
8	Dr M R Chandrakar	Member & Squad committee
9	Mr. N. A. Barwat	Member & Squad committee
10	Dr. M. M. Yerpude	Member & Squad committee
11	Dr. K. M. Dadure	Chief Supervisors for End Semester/ Supplementary Exams.
12	Mr. Praful B. Bhojar	
13	Mr. V. P. Khandvekar	Terminal Exams, Unit Tests

Following committee will assist to the Chief Supervisors for conduction of End Semester/ Supplementary Examinations /Terminal Exams. Unit Tests)

SN	Name	Designation
1	Dr. K. A. Kale*	Member
2	Mr. S. A. Durge*	Member
3	Mr. R. S. Pradhan*	Member

Please Note:

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* till superannuation /contract validity

4	Mr. P. S. Kalwade*	Member
5	Mr R. K. Bramhankar	Assistant
6	Mr B. G. Waghade	Associate
7	Mr G. S. Lende	Associate
8	Mr. P. W. Wankhade	Coding Associate
9	Shri. P. B. Bhute	Coding Associate

Prospectus, Website Designing, Maintenance, Social/Print Media Committee

SN	Name	Designation
1	Dr. G. V. Lakhotiya	Convener
2	Mr. R. K. Thombare	Member (English News)
3	Mr. R. L. Dambhare	Member (Marathi news)
4	Mrs. S. R. Dubey	Member (Hindi news)
5	Dr. A. A. Maheshwari	Member (Social Media Coverage)
6	Dr. M. A. Haque	Website Content Moderation
7	Mr. P. B. Bhojar	Member (Achieves: All photos with dates, reports and news be stored in library)
8	Mr. M. M. Wasu*	Member (website maintenance)
9	All HODs/ Incharge/ Coordinators	Members in Prospectus Committee

Student Grievance Redressal Committee (SGRC)

(As per UGC Notification dated 11th April 2023 w. e. f. 28 May 2024)

SN	Name	Designation
1	Prof. P.V. Tekade	Chairman
2	Dr. Mrs. N. P. Mohabansi	Member
3	Dr. Mrs. U.A. Malode	Member
4	Mr. R. T. Katre	Member
5	Dr. V. J. Sharma	Member
6	Ms. Saksham Bhagat	Special-Invitee

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College Students' Council and Welfare Committee

SN	Name	Designation
1	Dr. P. V. Tekade	Principal, Chairman
2	Dr. S. H. Bagade	Co-ordinator
3	Dr. U. A. Malode, Convener Co-curricular/ Extra-curricular/ Cultural Committee	Member
4	Mr. Praful B. Bhoyar, Mr. M. G. Ingle, Program Officers, NSS	Permanent Invitees
5	Mr. Rajesh L. Dambhare, ANO, 21 MH Battalion NCC (Boys) Major Vaishali S. Patil, ANO, 3 MH Battalion NCC (Girls)	Permanent Invitees
6	Mr. Vinod Garad*, Director, Sports and Physical Education	Permanent Invitee
7	Dr. A.V. Nakhate (T&P Officer and Mentor- Mentee Convener)	Member
8	Dr. Mrs. N. P. Mohabansi, Convener ICC (Women Cell) committee	Member
9	Dr. M. A. Haque, Convener CWSS (Women Cell) & Canteen committee	Member

Internal Complaints Committee (ICC) and Women Cell and Sexual Harassment Committee (Prevention, Prohibition and Redressal)

(Under Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013)

Sr. No.	ICC Designation	Name of Member	Designation
1	Presiding Officer ICC	Dr. Mrs. N. P. Mohabansi	Associ. Prof. & Head, Department of Chemistry
2	Faculty Member	Dr. V. J. Sharma	Assistant Professor, Department of Zoology
3	Faculty Member	Dr. M. A. Haque	Assistant Professor, Department of Chemistry
4	Faculty Member	Dr. Swati Kalode	Assistant Professor, Department of Botany
5	Faculty Member	Ms. A. D. Bonde	Teacher, Department of Chemistry (Jr)
6	Non-Teaching Member	Mrs. N. N. Jugnake	Laboratory Attendant
7	Non-Teaching Member	Ms. S. L. Gaikwad	Laboratory Attendant

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8	Student, Undergraduate	Ms. Himanshi Khode	UG Student
9	Student, Undergraduate	Ms. Janhavi Salodkar	UG Student
10	Student, Postgraduate	Ms. Sunidhi Chauhan	PG Student
11	Student Ph.D.	Ms. Vaishnavi Gidmare	Ph. D. Student
12	External Member	Mrs. Mala Mathur	NGO

SC-ST Cell

SN	Name Members	Designation
1	Prof. P.V. Tekade	Chairman
2	Dr. P. F. Dhabarde	Convener
3	Dr. G. V. Lakhotiya	Member
4	Mrs. S.A. Dhore	Non -Teaching Representative
5	Mr. S.H. Yende	Non -Teaching Representative

RESEARCH INNOVATION CURRICULAR HOUR (RICH) CLUB

SN	Name of Member	Member Type (Teaching / Non- teaching/ External Expert)
1	Dr. P.V. Tekade	Chairman
2	Dr. P. G. Borkar	Convener
3	Dr. D. D. Naik	Member
4	Dr. B. V. Mohite	Member
5	Dr. G. V. Lakhotiya Dr. M. M. Yerpude	Member
6	Dr. S. P. Biswas	Member
7	Ms. Bushra Pathan	President
8	Ms. Sampada Udepurkar	Vice-President
9	Mr. Anshuman Sahu	Secretary
10	Mr. Bhushan Aloney	Joint-Secretary

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Extension Activity Cell and Days Celebration Committee

SN	Name	Designation
1	Dr. A. D. Theng	Co-ordinator, Extension activity (NAAC Cri. – III)
2	Mr. P. B. Bhoyar	Program Officer, NSS Unit-I
3	Mr. M. G. Ingle	Program Officer, NSS Unit-II
4	Dr. Swati Kalode	Member NSS Unit-I
5	Miss. S. E. Banarase	Member NSS Unit-II
6	Dr. M. A. Haque	Program Officer, CWSS
7	Ms. S. L. Yelane*	Member CWSS
8	Mr. R. K. Thombare	Program Officer, PEC
9	Mr. R. L. Dambhare	ANO, 21 MH Battalion NCC (Boys)
10	Major V. S. Patil	ANO, 3 MH Battalion NCC (Girls)

College Magazine Committee

SN	Name	Designation
1	Mr. R. K. Thombare	Convener
2	Mr. S. E. Nakhale	Member
3	Mr. R. L. Dambhare	Member
4	Miss. S. R. Dubey	Member
5	Dr. S. S. Makanwar	Member
6	Ms. M. R. Awchat*	Member
7	Ms. Disha Sojrani	Students' Representatives
8	Mr. Ashish Singh	One PG Student Representative

Parent-Teacher Meet Committee

SN	Name	Designation
1	Mr. R. T. Katre	Convener
2	Mr. V. P. Khandvekar	Co-convener
3	Dr. K. A. Kale*	Member
4	Ms. Komal Dhumane	Member
5	Ms. B. J. Chilke*	Member

* * *

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Sessions 2023-24 to 2027-28****IQAC**

SN	Name	Designation	Responsibility
1	Prof. P.V. Tekade	Chairman	--
2	Dr. S. H. Bagade Dr. M. R. Chandrakar Dr. D. D. Naik	Faculty Member	ASAR, CAS and CR of Non-Teaching Staff: All initiatives pertaining to ASAR/ CAS/CR (eg. Notices for ASAR/ CR submission, form collection, follow up and verification of forms)
3	Dr. M. R. Chandrakar Dr. P. F. Dhabarde Dr. A. A. Maheshwari	Faculty Member	AISHE, Academic Audit, Autonomous Status Extension, Academic Council and BoS Meeting Initiatives as per guidelines, Academic Calendar, Submission of monthly Report to Shiksha Mandal
4	Mr. N.A. Barwat Dr. S. P. Biswas	Faculty Member	Timely submission of AQAR, inputs to CDC and Governing Body
5	Dr. G. V. Lakhotiya	Faculty Member	College Website
6	Mr. G. S. Dhole, Superintendent	Administrative Officer	--
7	Dr. C. D. Zanwar, Shiksha Mandal, Wardha	Member from Management	--
8	Dr. Vikas Chandra Choudhary, Principal Scientific Officer, MGIRI, Wardha	Nominee from Local Society	--
9	Ms. Sakshi G. Sambare	Student Representative	--
10	Dr. Vishal Lichade Director, Softsense Technoserve, Pvt. Ltd. Nagpur.	Alumnus and Nominee from Industry	--
11	Dr. U.D. Gulhane	External Peer Member	--
12	Dr. Dilip Gupta	External Peer Member	--
13	Mr. A. H. Tandale	Non-Teaching Associate	--
14	Mr. S. R. Nagrale	Non-Teaching Associate	--
15	Dr. P. A. Saudagar	IQAC coordinator	

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NEP Implementation/Workload and Time Table Committee

SN	Name	Designation
1	Dr. V. M. Ghodki*	Nodal Officer (NEP)
2	Dr. V.J. Sharma	Convener
3	Mr. N. A. Barwat	Member
3	Dr. P. A. Saudagar	Member
4	Dr. M.M. Yerpude	Member

Admission Committee and Induction Program Committee (UG)

SN	Name	Designation	
1	Mr. N.A. Barwat	Co-ordinator	
2	Mr. M. D. Bansinge	Convener	B. Sc. I. Admissions
3	Mr. R. T. Katre	Member	
4	Dr. M. M. Yerpude	Member	
5	Dr. A. A. Maheshwari	Member	
6	Mr. P. B. Bhojar	Member (Students' Insurance)	
7	Mr. M. M. Wasu*	Member	
8	Mr. S. A. Durge*	Member	
9	Dr. A. D. Theng	Convener	B. Sc. II. Admissions
10	Dr. M. A. Haque	Member	
11	Dr. S. H. Bagade	Convener	B. Sc. III. Admissions
12	Dr. S.P. Biswas	Member	
13	Mr. K. M. Badwaik	Non-Teaching Associate	
14	Ms. N. N. Jugnake	Non-Teaching Associate	

PG Admission Committee and Induction Program Committee (PG)

SN	Name	Designation
1	Dr. Mrs. N.P. Mohabansi	Convener
2	Dr. A.D. Theng	Member
3	Dr. B. V. Mohite	Member

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4	Dr. D. D. Naik	Member
5	Mr. R. T. Katre	Member
6	Mr. P. B. Bhoyar	Member (Students' Insurance)

Discipline and Code of Conduct Committee

SN	Name	Designation
1	Mr. M. D. Bansinge	Convener
2	Mr. R. K. Thombare	Co-convener
3	Dr. M. A. Haque	Member

Anti-Ragging Committee

SN	Name Members	Designation
1	Mr. R. T. Katre	Convener
2	Dr. Mrs. U. A. Malode	Convener
3	Mr. R. S. Pradhan*	Member
4	Ms. K. S. Dhumane*	Member

Hostel Committee

SN	Name Members	Designation
1	Dr. B. V. Mohite	Hostel In-charge
2	Dr. N. P. Mohabansi	Convener
3	Mrs. Y. R. Tagade	Member from Junior college
4	Dr. U. A. Malode	Member from senior college
5	Mr. S. E. Nakhale	Male Teacher Member
6	Ms. H. N. Quazi	Invitee Teaching Member, G S Commerce College, Wardha
7	Mrs. Nalini Farde	Invitee Non-Teaching Member, G S Commerce College, Wardha
8	Mrs. S. A. Dhore	Office Clerk
9	Ms. S. A. Karnake	Non-Teaching Member
10	Ms. V. S. Giradkar	Non-Teaching Member
11	Ms. Monika Salve (B.Sc.I)	Student Member 1
11	Ms. Dolly Fulkari (M.Sc. I)	Student Member 2

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Remedial Coaching Committee (Slow learners)/ Course Attainment

SN	Name	Designation
1	Dr. D. D. Naik	Convener
2	All Heads/Co-ordinators/In-charge	Member

Mentor-Mentee and Students' Attendance Enhancement & Analysis Committee

SN	Name	Designation
1	Dr. A. V. Nakhate	Convener
2	All Heads/Co-ordinators/In-charge	Member

Graduation Ceremony and Prize Distribution Cell

SN	Name	Designation
1	Dr. V. M. Ghodki	Convener
2	Dr. V. J. Sharma	Convener
3	Mr. P. S. Kalwade*	Member
4	Ms. B. J. Chilke*	Member

Library Committee

SN	Name	Designation
1	Dr. P.V.Tekade	Principal, Chairman
2	Mr. P.B. Bhojar	Librarian / Secretary
3	Dr. V.M. Ghodki	Member (Electronics and C/S)
4	Dr. Mrs. N.P. Mohabansi	Member (Chemistry)
5	Dr. A.D. Theng	Member (Zoology)
6	Dr. B. V. Mohite	Member (Microbiology)
7	Dr. D.D. Naik	Member (Botany)
8	Mr. R.T. Katre	Member (Maths)
9	Dr. S. R. Tiple	Member (Physics)
10	Dr. U.A. Malode	Member (Biotechnology)
11	Miss Megha Chandankhede	Research Students' Representative

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12	Mr. Harish Umate	M. Sc. II Students' Representative
13	Miss Gauri Joshi	B. Sc.III Students' Representative

Career Guidance Cell (Coaching For NET / SET / JAM/ GATE, etc.)

SN	Name	Designation
1	Mr. M. D. Bansinge	Convener
2	Dr. A. A. Maheshwari	Member
3	Mr. S. A. Durge	Member

Training and Placement, Progression Cell

SN	Name	Designation
1	Dr. A. V. Nakhate	Training and Placement Officer
2	Dr. D. D. Naik	Executive Member
3	Dr. M. M. Yerpude	Member Representative, Physics
4	Dr. S. P. Biswas	Member Representative, Zoology
5	Dr. A. A. Maheshwari	Member Representative, Botany
6	Dr. B. V. Mohite	Member Representative, Microbiology and Biotech
7	Mr. M. M. Wasu*	Member Representative, Electronics and Computer Science

Research Culture Promotion Committee

SN	Name	Designation
1	Dr. P. G. Borkar	Convener (NAAC Criteria –III)
2	Dr. B. V. Mohite	Member-Research Committee
3	Dr. D. D. Naik	Member-Research Committee and Co-ordinator- Incubation Centre
4	Dr. G. V. Lakhotiya	Member-Research Committee, Co-ordinator-CIC and Internship/Training/ Apprenticeship Promotion

Institution's Innovation Council (IIC)

SN	Name of Member	Member Type (Teaching / Non-teaching/ External Expert)	Key Role/ Position assigned in IIC
1	Dr. P. V. Tekade	Teaching	Head of the Institute

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2	Dr. P. G. Borkar	Teaching	President and ARIIA Coordinator
3	Dr. B. V. Mohite	Teaching	Convener
4	Dr. D. D. Naik	Teaching	Vice-President & Innovation Activity Coordinator
5	Dr. M. M. Yerpude	Teaching	Innovation Activity Member
6	Dr. G. V. Lakhotiya	Teaching	Internship Activity Coordinator
7	Mr. M. G. Ingale	Teaching	Internship Activity Member
8	Dr. A. V. Nakhate	Teaching	IPR activity Coordinator
9	Dr. M. A. Haque	Teaching	IPR activity Member
10	Mr. P. B. Bhoyar	Teaching	Social Media Coordinator and NIRF Coordinator
11	Dr. A. A. Maheshwari	Teaching	Social Media Member
12	Dr. S. R. Tiple	Teaching	Startup activity Coordinator
13	Dr. S. P. Biswas	Teaching	Startup activity Member

Funding Proposal Preparation, RUSA/PM-USHA, Purchase, Requisition, Budget Committee

SN	Name	Designation
1	Prof. P.V. Tekade	Chairman
2	Dr. P. F. Dhabarde	Convener (RUSA/PM-USHA)
3	Dr. D. D. Naik	Convener (Purchase, Requisition, Budget)
4	Dr. P. A. Saudagar	IQAC Co-ordinator
4	Dr. P. B. Borkar	Member
5	Dr. A. V. Nakhate	Member
6	Dr. B. V. Mohite	Member
7	Dr. A. A. Maheshwari	Member
8	Mr. G. S. Dhole	Member

Co-curricular and extra-curricular/ cultural Activity Cell

SN	Name	Designation
1	Dr. U. A. Malode	Convener
2	Dr. S. R. Tiple	Co-convener

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3	Dr. M. A. Haque	Member
4	Dr. A. A. Maheshwari	Member
5	Ms. R. R. Kewate	Member
6	Mrs. A. P. Dandare	Member
7	Ms. K. N. Pimpalkar*	Member
8	Ms. Komal Dhumane*	Member

Website Designing, Maintenance, Social/Print Media Committee

SN	Name	Designation
1	Dr. G. V. Lakhotiya	Convener
2	Mr. R. K. Thombare	Member (English News)
3	Mr. R. L. Dambhare	Member (Marathi news)
4	Mrs. S. R. Dubey	Member (Hindi news)
5	Dr. A. A. Maheshwari	Member (Social Media Coverage)
6	Dr. M. A. Haque	Website Content Moderation
7	Mr. P. B. Bhojar	Member (Achieves: All photos with dates, reports and news be stored in library)
8	Mr. M. M. Wasu*	Member (website maintenance)

Green Cell and Campus Maintenance Committee

SN	Name	Designation
1	Dr. A. A. Maheshwari	Convener
2	Mr. Rajesh L. Dambhare	Member, ANO, 21 MH Battalion NCC (Boys)
3	Major Vaishali S. Patil	Member, ANO, 3 MH Battalion NCC (Girls)
4	Mr. M. D. Bansinge	Member (Micro-scale Technique and Waste Water Management)
5	Dr. P. A. Saudagar	Member (Solar Plant/Non-Conventional Energy)
6	Dr. G. V. Lakhotiya	Member (e-waste)
7	Mrs. Y. R. Tagade	Member (Sports)
8	Mr. V. B. Garad*	Member (Sports)

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Academic Audit Committee

SN	Name	Designation
1	Prof. P.V. Tekade	Principal, Chairman
2	Dr. P. A. Saudagar	IQAC Coordinator
3	Dr. M. R. Chandrakar	Convener
4	Dr. P. F. Dhabarde	Member
5	Dr. A. A. Maheshwari	Member
3	Dr. C. D. Zanwar	Member, Shiksha Mandal, Wardha and Ex. Principal, Bajaj College of Science, Wardha.
4	Dr. U.D. Gulhane	Professor and Head, Department of Mechanical Engineering, B.D. College of Engineering, Sevagram, Wardha.
5	Dr. Dilip Gupta	Head, Dept of Surgery, MGIMS, Sevagram, Wardha

Electoral Literacy Club

SN	Name	Designation
1	Mr. P. B. Bhoyar	Convener
2	Dr. D. S. Ambadkar	Member

Canteen Committee

SN	Name	Designation
1	Mr. R. L. Dambhare	Convener
2	Mrs. Y. R. Tagde	Convener
4	Dr. M. A. Haque	Member

Cross Stock Verification Committee

SN	Name	Designation
1	Dr. P. A. Saudagar	Convener
2	All Heads/Co-ordinators/In-charge	Member
3	All Laboratory Assistants	Associates

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Event Management/ Stage Decoration Committee

SN	Name	Designation
1	Mr. S. M. Mughal	Convener
2	Dr. A. A. Maheshwari	Convener
3	Mr. S. A. Durge	Member
4	Ms. V. S. Giradkar	Member
5	Ms. S. L. Gaikwad	Member
6	Ms. S. A. Kulkarni	Member
7	Mr. S. G. Chavan	Member
8	Mr. A. S. Bahaddin	Member

Committees for Fifth Cycle of NAAC

Criteria I –Curricular Aspects

Dr. V. J. Sharma (Convener)
Mr. M. D. Bansinge (360° Feedback)

Criteria II –Teaching, Learning and Evaluation

Dr. D. D. Naik (Convener)
Dr. A. V. Nakhate
Dr. S. R. Tiple

Criteria III –Research, Innovation and Extension

Dr. P. G. Borkar (Convener)
Dr. B. V. Mohite
Dr. A. D. Theng

Criteria IV–Infrastructure and Learning Resources

Dr. S. P. Biswas (Convener)
Mr. M. G. Ingale
Mr. V. P. Khandvekar

Criteria V–Student Support and Progression

Dr. G.V. Lakhotiya (Convener)
Dr. A. A. Maheshwaari

Criteria VI–Governance, Leadership and Management

Dr. M. R. Chandrakar
Dr. M. A. Haque

Criteria VII–Institutional Values and Best Practices

Mrs. U. A. Malode (Convener)
Dr. M. M. Yerpude

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