

## **Anti- Ragging Committee**

Ragging in any form is strictly prohibited and the students involved would be punished according to the legal provisions. Anti-Ragging committee is formed as per Clause 6.3 (c), (d) and (e) the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 in this institute.

### **Function of Anti-Ragging Committee:**

It shall monitor the Anti-Ragging activities in the institution, consider the recommendations of the Anti-Ragging Squad and take appropriate decisions, including spelling out suitable punishments to those found guilty.

**The Constitution of the Anti-Ragging Committee is as follows:**

<b>Sr.NO</b>	<b>NAME</b>	<b>DESIGNATION</b>
1.	Dr.Swati Raut	Principal
2.	Mr.Yogesh Bansod	Asst.Prof
3.	Dr.Prashant Charate	Asst.Prof
4.	Dr.Rashmi Mahajan	Asst.Prof
5.	Dr.Archana Makode	Asst.Prof
6.	Aatmika Madane	Girl Students Member
7.	Rohan Nicholas	Boy Student Member

## Minority Cell

Minority cell of the College is meant to empower the minority communities in the college. This is a mechanism which offers assistance to minority students for their social and academic development. It facilitates financial support to the minority communities from Government agencies and other sources. This also helps them to enroll for career orientation programmes which would empower and equip them with the necessary skills for various career options.

### **Objectives**

- To enhance equal opportunities for education of minorities.
- To facilitate financial support to students from minority communities from governmental agencies and other sources
- To create awareness among the minority students regarding various scholarships program of State Government and UGC.
- To take such follow up measures for achieving the objectives and targets laid down for the purpose by the Government of India and the UGC.
- To ensure provisions for an environment where all such students feel safe and secure.
- To encourage enrolling for career orientation programs which would empower and equip them with the necessary skills to choose a career option.
- To provide prompt counselling for any emotional emergencies arising on account of any event at the campus.
- To ensure protection and reservation as provided in the constitution of

### **DUTIES & RESPONSIBILITIES OF MINORITY CELL**

- Ensuring an environment where students from these categories feel safe and secure.
- Making students from these communities aware of the various scholarship programmes of Govt. of India and other sources.
- Motivating and assisting students from these communities to apply for the various scholarships.
- Collecting data about students who have received scholarship
- Providing a mechanism to redress the grievance of students from these communities

### **MEMBERS OF MINORITY CELL**

SrNo	Post	Name of Official	Designation
1	Chairman	Dr. Swati Raut	Principal
2	Co-Ordinator	Miss.Kaisar Jahan Mohd.Umar	Asst.Prof
3	Member	Dr.Archana Makode	Asst.Prof
4	Member	Gulerana Azmi	Student Representative
5	Member	Fatema Abdul Rehman	Student Representative

## **Grievance Redressal Committee**

The College has a Faculty/Staff Grievance Redressal Committee. This committee aims to look into the complaints lodged by any staff and redress it as per requirement.

### **Functions of the committee**

- To receive written complaints or emails from teaching, non-teaching staff regarding any kind of grievances and suggest appropriate remedies.
- Work environment
- Faculty Co-ordination
- Work overload
- Hygiene
- Transportation
- To forward recommendations to the Principal for consideration and necessary action

The committee comprises of the following designated officials:-

<b>SrNo</b>	<b>Post</b>	<b>Name of Official</b>	<b>Designation</b>
<b>1</b>	<b>Chairman</b>	<b>Dr. Swati Raut</b>	<b>Principal</b>
<b>2</b>	<b>Co-Ordinator</b>	<b>Dr.Rashmi Mahajan</b>	<b>Asst.Prof</b>
<b>3</b>	<b>Member</b>	<b>Mrs.Durga Pali</b>	<b>Asst.Prof</b>
<b>4</b>	<b>Member</b>	<b>Ms.Vrushali Pethe</b>	<b>Student Representative</b>
<b>5</b>	<b>Member</b>	<b>Ms.Ashwini Bobade</b>	<b>Student Representative</b>

### **Committee Members responsibilities:**

- Arranges the meeting for the committee members periodically.
- Maintains minutes for every meeting held with committee members.
- Make resolutions during gathering of committee members.
- Provides environment for lodging the complaints from the staff.
- Furnish report on grievance redressal position to the Principal.
- Every grievance is expected to be resolved within a reasonable period.

### **Procedure for lodging a complaint:**

The staff may feel free to put up a grievance in writing and drop it in boxes.

## **OBC Cell**

A special Cell to look into the affairs of Other Backward Class students and staff of the institution is constituted in the year 2006 and functioning in the campus in accordance with the XI plan guidelines of the University Grants Commission. The primary aim of this cell is to empower the OBC students in the College and assist them in their curricular, co-curricular and extra-curricular activities. This cell has been set up to help students from these communities become part of the mainstream and achieve all- round development.

### **Objectives:**

- To ensure equal opportunities for education of OBC students.
- To facilitate financial support to students from these communities from governmental agencies and other sources.
- To make the OBC students aware of the various scholarship schemes of the Central and State Government.
- Maintain social relationship among the admitted students in the college and resolve issues, grievances, representations etc.,

### **Activities:**

- To circulate State Government and UGC's decisions about different scholarship programs.
- To communicate with the students and motivate them for better future planning.
- To deal with representations received from Other Backward Classes (OBC) Candidates regarding their admission, scholarships and other similar matters in the College.

The committee consisted of the following:

<b>Sr.No</b>	<b>Post</b>	<b>Name of Official</b>	<b>Designation</b>
<b>1</b>	<b>Chairman</b>	<b>Dr. Swati Raut</b>	<b>Principal</b>
<b>2</b>	<b>Co-Ordinator</b>	<b>Dr.Rashmi Mahajan</b>	<b>Asst.Prof</b>
<b>3</b>	<b>Member</b>	<b>Mrs.Durga Pali</b>	<b>Asst.Prof</b>
<b>4</b>	<b>Member</b>	<b>Ms.Ashwini Bobade</b>	<b>Student Representative</b>
<b>5</b>	<b>Member</b>	<b>Ms.Dipali Pillewar</b>	<b>Student Representative</b>

## **Placement Cell**

Placement Cell is an integral part of the Institute. It is a platform for students-teachers and the prospective employers have a common ground to meet, interact and have mutual opportunity to acquire employment as well as to select prospective employees.

The B.Ed. Program is a professional course, wherein the graduates from different fields are being equipped with competencies for an effective secondary school teaching work. Thus, placement in the campus is important area of the Program.

The focus of Campus Placement Cell is not just employment but employability skills along with it. During the internship as well as community work and theoretical academics the students are made aware of the requirement of the effective teacher.

### **Objectives of Placement Cell**

1. To orient students about the trends in the teaching career.
2. To stimulate their thoughts on the current challenges of the teaching profession like stress, mental health, special children, student related problems
3. To make students aware of the career opportunities in various educational institutions.
4. To conduct campus interviews to enable students have variety of opportunities within the institution.
5. To give a practical experience to students about the various educational setting.

### **Activities to be conducted**

1. A notice board to be maintained.
2. Pre-Campus Placement Program
3. TET/ CTET Training
4. Campus Placement Program

### **Vision of Placement Cell**

The Vision of the Placement Cell is to strive for complete placement of the students interested in entering the world of work. Maximum No. of the students benefit from this program

## **Pre-Campus Enrichment Programs**

The Campus Placement conducts – Pre-campus Enrichment Program to prepare the student teachers with Resume Making, preparing for Mock interviews, Sessions by School Principals from different Boards state, National and even International. The preparation is the policy of the Placement Cell to equip students and mentor them before the Campus Placement.

The Campus Placement Cell is headed by the Principal of the Institute. The faculty members are the placement officers & members, and the team includes student representatives.

### **The Campus Placement Cell comprises of the following:**

<b>Sr.No</b>	<b>Name of Official</b>	<b>Designation</b>
<b>1</b>	<b>Ku.Hafsa Ahmad</b>	<b>Chairman</b>
<b>2</b>	<b>Dr.Swati Raut</b>	<b>Principal</b>
<b>3</b>	<b>Mr.Tushar Meshram</b>	<b>Placement Officer</b>
<b>4</b>	<b>Dr.Archana Makode</b>	<b>Member</b>
<b>5</b>	<b>Mr.Ashok Chapekar</b>	<b>Non-Teaching Member</b>

## **SC/ST Committee**

Scheduled Castes (SC) and Scheduled Tribes (ST) have been identified as the two most backward groups of Indian Society. They include all the castes, races or tribes, which have been socially, economically and educationally backward. The committee has been established to support and to bring students from such communities in the main stream. The SC/ST committee of the college was established in 2005 with the purpose to empower the SC/ST students in the college.

The college takes special interest in facilitating financial support to students from these communities from government agencies and other sources. They are also encouraged to enroll for career orientation programs, which would equip them with the necessary skills to choose a career option.

### **Objectives**

- To counsel and guide SC/ ST students and help them to manage academic and personal issues of college life effectively.
- To ensure provisions of an environment where all such students feel safe and secure.
- To provide prompt counselling for any emotional emergencies arising on account of any event at the campus.
- To provide the mechanism to redress the grievance of SC/ST students, if any
- To ensure protection and reservation as provided in the constitution of India.
- To arrange for special opportunities to enhance the carrier growth
- To aware the SC/ST students regarding various scholarships program of State Govt. and UGC.
- To take such follow up measures to achieve the objectives and targets laid down by the Govt. of India and the UGC.

### **Activities**

- To collect reports and information of State Govt. and UGC's orders on various aspects of education, employment of SC/ST & OBC Students.
- To circulate State Govt. and UGC's decisions about different scholarship programs among such students.
- To communicate with the students and motivate them for better future planning.

The committee consists of the following designated officials:

Sr.No.	Name	Post	Designation
1	Dr.Swati Raut	Chairman	Principal
2	Mrs.Vaishali Punekar	Co-Ordinator	Asst.Prof
3	Mrs.Nilima Shende	Co-Ordinator	Non Teaching
4	Prachi Meshram	Member	Student Representative
5	Lokesh Kochekar	Member	Student Representative

