Karm. A. M. Patil Arts, Commerce and Kai. Annasaheb N. K. Patil Science Senior College Pimpalner, Tal- Sakri, Dist.- Dhule, Pin. - 424 306. (M.S.)

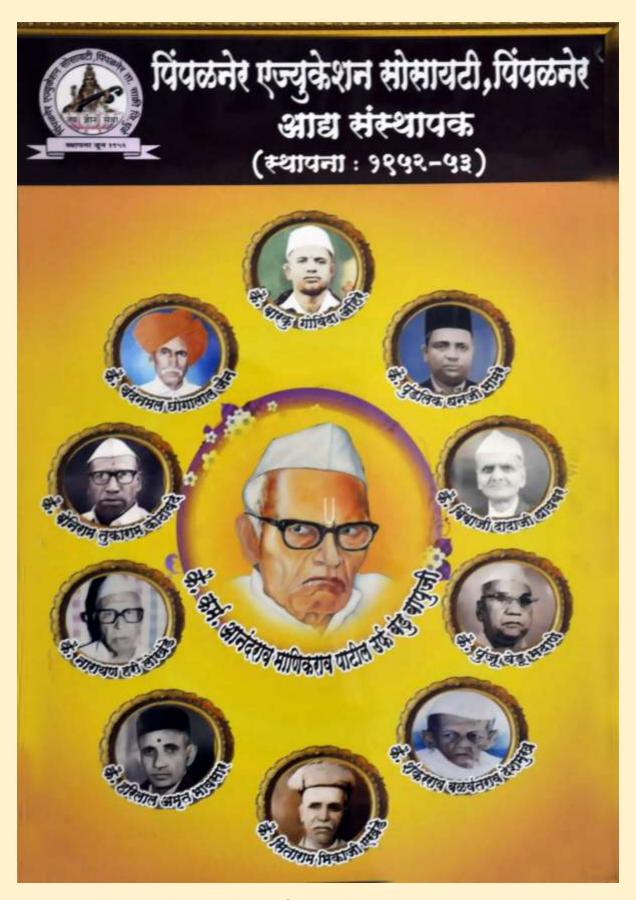
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### Affiliated to-

KAVAYITRI BAHINABAI CHAUDHARI, NORTH MAHARASHTRA UNIVERSITY, JALGAON,



Honourable Founder Members of Pimpalner Education Society, Pimpalner.



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## KARM. A. M. PATIL ARTS, COMM., AND KAI. ANNASAHEB N. K. PATIL SENIOR COLLEGE, PIMPALNER, TAL- SAKRI, DIST. DHULE

# PIMPALNER EDUCATION SOCIETY, PIMPALNER GOVERNING COUNCIL

Sr. No.	Name of Member	Designation
01	Shri. Rupchand Narayan Shinde	President
02	Shri. Surendra Vinayakrao Marathe	Vice-President
03	Shri. Atmaram Sonu Biraris	Secretary
04	Shri. Dhanraj Rajmal Jain	Treasurer
05	Shri. Hiraman Raghunath Gangurde	Member
06	Shri. Subhash Hiralal Jain	Member
07	Dr. Gulabrao Nana Marathe	Member
08	Dr. Vivekanand Narayan Shinde	Member
09	Mrs. Nirmala Rupchand Shinde	Member
10	Shri. Tryambak Atmaram Ahire	Member
11	Shri. Rajendra Shantaram Kothawade	Member
12	Shri. Sambhaji Nanbhau Biraris	Member

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## KARM. A. M. PATIL ARTS, COMM., AND KAI. ANNASAHEB N. K. PATIL SENIOR COLLEGE, PIMPALNER, TAL- SAKRI, DIST. DHULE

## INTERNAL QUALITY ASSURANCE CELL (IQAC)

(As per Guidelines of NAAC)

Sr.	Name of the	Designation	Position in
No.	member		Committee
01	Prin. K. D. Kadam	Principal	Chairperson
02	Hon'ble Shri D. R. Jain	Management Representative	Member
03	Dr. R. K. Petare	Professor	Member
04	Dr. W. B. Shirsath	Professor	Member
05	Dr. B. C. More	Professor	Member
06	Mr. P. M Sawale	Asso. Professor	Member
07	Dr. N. B. Sonawane	Asst. Professor	Member
08	Mr. C. N. Gharate	Asst. Professor	Member
09	Mr. D. B. Jadhav	Asst. Professor	Member
10	Mr. Chaitram Pawar	Social Serviceman	Member
11	Mr. V. D. Pagar	<b>Local Society</b>	Member
12	Mr. U. S. Shewale	Alumni Representative	Member
13	Dr. S. P. Khodake	Asst. Professor	Coordinator

(NAAC Reaccredited 'B' Grade)

## KARM. A. M. PATIL ARTS, COMM., AND KAI. ANNASAHEB N. K. PATIL SENIOR COLLEGE, PIMPALNER, TAL- SAKRI, DIST. DHULE

## **COLLEGE DEVELOPMENT COMMITTEE (CDC)**

Sr.	Name of the member	Designation	Position in
No.			Committee
01	Hon. Shri. K. D. Kadam	Acting Principal	Chairperson
02	Hon'ble Shri. D. R. Jain	Chairman, College Committee	Member
03	Hon'ble Shri. H. R. Gangurde	Management Representative	Member
04	Shri. K. R. Raut	Asso. Professor	Member
05	Dr. S. S. Maske	Asso. Professor	Member
06	Dr. N. B. Sonawane	Asst. Professor	Member
07	Shri. K. N. Vispute	Office Superintendent	Member
08	Hon. Shri. R. P. Lohar	Educationalist	Member
	Hon. Shri. A. B. Marathe	Socialist	Member
09	Hon. M. R. Pawar	Industrialist	Member
10	Dr. H. N. Biraris	Researcher	Member
11	Dr. S. P. Khodake	IQAC Coordinator	Member
12	Miss. Chetana Pravin Pawar	Student Representative	Member
13	Dr. B. C. More	Professor	Coordinator

## 1. Governing Council of Pimpalner Education Society, Pimpalner: -

The Governing Council of Pimpalner Education Society consist of all persons who have obtained the membership of the association under the provisions of the association. The annual general meeting of the association held once every calendar year. The President of the association presides over the annual general meeting.

The Governing Council controls the administration of the association. For the smooth working, College Development Committee is established which monitors the functioning of the college.

#### 2. COLLEGE DEVELOPMENT COMMITTEE (CDC): -

(Formerly Local Management Committee)

The College Development Committee (CDC) was constituted in place of the local management committee (LMC) through Maharashtra Public Universities Act, 2016 to monitor the entire academic and administrative functioning of the college thereby replacing the local management committee.

The College Development Committee shall meet at least four times a year. The CDC shall-

- Prepare an overall comprehensive development plan of the college regarding academic, administrative and infrastructural growth, and enable the college to impart excellence in curricular, co-curricular, and extra-curricular activities;
- Decide about the overall teaching programmes or annual calendar of the college;
- Decide about introducing new academic courses and the creation of additional teaching and administrative posts;
- Take a review of the self-financing courses in the college and make recommendations for their improvement;
- Make specific recommendations to the management to encourage and strengthen research culture, consultancy, and extension activities in the college;
- Make specific recommendations to the management to foster academic collaborations to strengthen teaching and research; and to use of information and communication technology in the teaching and learning process;
- Make explicit recommendations regarding the improvement in teaching and suitable training programs for the employees of the college;
- Prepare the annual financial estimates (budget) and financial statements of the college or institution and recommend the same to the management for approval;
- Make recommendations regarding the students' and employees' welfare activities in the college or institution;
- Discuss the reports of the Internal Quality Assurance Committee and make suitable recommendations
- Plan major annual events in the college, such as annual day, sports events, cultural events, etc.;

- Recommend to the administration about appropriate steps to be taken regarding the discipline, safety, and security issues of the college or institution;
- Consider and make appropriate recommendations on inspection reports, local inquiry reports, audit reports, reports of the National Assessment and Accreditation Council, etc.;
- Recommend the distribution of different prizes, medals, and awards to the students.

### 3. INTERNAL QUALITY ASSURANCE CELL (IQAC)-

- (1) The internal Quality Assurance Committee (IQAC) in the college is responsible for planning, guiding, and monitoring quality assurance and quality enhancement in the academic activities of the college.
- (2) IQAC plays a catalytic role in the overall administration of the college.
- (3) IQAC has been constituted and functions as per the guidelines of the UGC, NAAC, State Government and the University.
- (4) The Annual Quality Assurance Report gets approved by the CDC for the follow-up action for the necessary quality enhancement measures.
- (5) The affiliating university monitors the functioning of Internal Quality Assurance Cell in the colleges and recognized institutions within its jurisdiction.

### 4. IQAC COORDINATOR-

The IQAC Coordinator is responsible for -

- Development and application of quality standards/limits for the various academic and administrative activities of the College.
- Distribution of information on the various quality parameters of higher education.
- Organization of workshops, seminars on quality-based themes.
- Documentation of the various programmes/activities leading to quality improvement.
- Acting as a nodal agency of the institution for quality related activities/NIRF/AISHE
- Preparation of the Annual Quality Assurance Report (AQAR) in coordination with criteria heads to be submitted to NAAC based on the quality parameters.

#### 5. PRINCIPAL-

The Principal of the college is the head of the institution and always provides to proposal essential direction to the system.

The Principal controls and directs the activities of the college through the different committees for the efficient and proper management and administration of the college.

The Principal is authorized to be a member of every committee.

He is the link between the Management and the College.

The Principal ensures that the values and relevant strategic plans are reflected in the mission, vision and quality assurance system of the College.

The Principal of the College performs an important role by imparting smooth functioning of administrative and academic activities.

For smooth functioning of administrative, cocurricular and extracurricular activities, he forms different committees and appoints a chairman and members from the staff.

The committees coordinate and execute the activities assigned to them and report to the Principal.

The Principal coordinates with the external agencies like the University, the UGC, Joint director office and other government bodies to comply necessary regulations.

He safe-guards the interests of teaching and non-teaching staff members and the management. He observes and implements directives issued by Government authorities viz. Director of Higher Education/University and other concerned authorities.

He also performs any other work relating to the College as may be assigned to him by the Management from time to time.

#### 6. OFFICE SUPERINTENDENT-

The Office Superintendent has following responsibilities:

- Coordination of administrative work in office; Student admission, registration, examinations, students' records.
- Records (Schemes of Work etc.), Human Resource Records.
- Student affairs and discipline.
- Management of the administrative staff with in the college.
- All the administrative staff such as office superintendent, head clerk, senior clerks, junior clerks, etc. work under the supervision of the office superintendent and complete their tasks.
- The office superintendent is responsible for checking all accounts, maintenance of records, duties related to admission procedures.

Administrative Staff-

Administrative Staff comprises of Head clerk, senior clerk, junior clerks and manual staff who works under the guidance of the office superintendent.

#### 7. HEADS OF THE DEPARTMENTS-

The Heads of the departments act as favourites of their departments. They monitor activities of the departments and report directly to the Principal

- They are responsible for the overall management of the department(s).
- Propose and administer the development of new courses/programs add-on courses etc.
- Organize the periodic review of courses.
- Coordinate the academic and administrative staff within the department.
- Coordinate the examination schedule.

To ensure the effectively curriculum delivery and enhancement of standards and quality.

#### 8. LIBRARIAN-

The College Librarian ensures the monitoring of the following functions of the college Library.

- Allocation of budget of the library in consultation with Library Advisory Committee to each department as per the norms.
- Inviting list of text books, reference books/ e-books, Journals/e-journals, competitive exams books etc from each department and after the approval from the parent institution.
- Besides ordering, cataloguing, assembling and indexing databases of library materials, helping students and the staff to locate the information that they need.
- He invites dealers to display their latest collection.
- Monitoring the Book Bank Scheme.
- Organizing various quality related workshops to train and educate the students on the effective use of online resources.

### 9. DIRECTOR OF PHYSICAL EDUCATION AND SPORTS-

The Director of Physical Education and Sports has the following responsibilities.

- Training students for various sports and forming teams.
- Monitoring students' coaching, ground preparation, purchasing sports materials and scheduling of the games.
- Implementing a mechanism for motivating the students for participation in games and sports activities and organizing inter-departmental, inter-collegiate sports and games events.
- Making arrangements for the participation of students at university tournaments, regional/state/national level sports events.
- Executing any other activity related to sports.

#### 10. COLLEGE COMMITTEES -

The various Statutory, Academic and non-academic committees constituted for monitoring the functions in the college

Each committee is headed by a chairperson who works with the assistance of the members taken from teaching and administration staff.

Following is the list of the committees that are operative for monitoring and governing various activities: -

- 1) Admission Committee
- 2)Time Table Committee
- 3) Internal Examination Committee
- 4) Examination CAP Committee
- 5) Publicity Committee
- 6) Arts Association
- 7) Commerce Association
- 8) Science Association
- 9) Teacher-Parent Association
- 10) Alumni Association
- 11)Cultural Association
- 12) Library Committee
- 13) Gymkhana Committee
- 14) Staff Academy
- 15) Student Development Committee
- 16) National Service Scheme (NSS)
- 17) National Cadet Corps (NCC)
- 18) Environmental Studies
- !9) General Knowledge
- 20) Career Katta
- 21) UGC Nodal Officer
- 22) e-Suvidha
- 23) Office Administration
- 24) Magazine Committee
- 25) Annual Planning Committee
- 26) Yoga Committee
- 27) College Development Committee
- 28) Internal Complaint Committee
- 29) Committee for SC/ST
- 30) Minority Cell
- 31) Grievance Redressal Committee
- 32) OBC Cell

- 33) Anti-Raggong Committee
- 34) IQAC Committee
- 35) Research and Development Committee

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