

# **Committees**

## **Preamble**

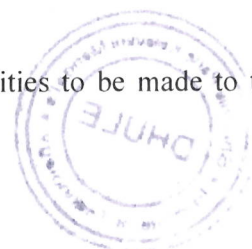
## **The Objectives ,functions of various Committees.**

### **1. Board Of Governors**

Governing Body is the supreme directing and governing body of the SVKM's Institute of Technology and is responsible for articulating the Organization's Vision and Mission and for major policy decisions. The Governing Body is constituted under the statutory provisions of AICTE. Governing Body (GB) provides the necessary direction for growth of the Institute. GB governs and monitors the growth and development of SVKM's Institute of Technology through following:

#### **Functions and responsibilities:**

- To guide and govern the overall growth and development of SVKM's Institute of Technology.
- To approve the budget estimates-recurring and non-recurring for the Financial Year in advance recommended by College Development Committee.
- To approve Posts of Teaching and Non-Teaching (Technical and Administrative) staff requirement for the Institute.
- To consider and approve the proposal for creation of infrastructure such as Building, Equipment, Library and Staff on a continuous basis.
- To consider and make provisions for meeting the general and specific conditions laid down by the council (AICTE), the State Government, Affiliating Body and monitor the progress in fulfilling the conditions.
- To supervise the observance of service conditions for the staff as prescribed by the Affiliating body/Government.
- To approve recommended Minutes of Meeting(MOM) of College Development Committee.
- To consider any other matter in so far as it enhances the Academic atmosphere in the Institution.
- To consider any proposal for extension of Educational activities to be made to the Council /Government/Affiliating body.



**Committee Members:**

**Composition of Governing Body**

<b>Sr.No</b>	<b>Name Of Member</b>	<b>Designation</b>	<b>Details</b>
1	Shri. Amrish R. Patel	Chairman	President, SVKM
2	Shri. Bhupesh R. Patel	Member	Joint President, SVKM
3	Shri. Rajgopal Bhandari	Member	Member Managing Committee, SVKM
4	Shri. Sanjay Agrawal	Member	Campus Incharge SVKM Dhule Campus
5	Dr. Ajay Pasari	Member	Mentor, SVKM Dhule Campus
6	Shri. Santosh Agrawal	Member	Member, Local Managing Committee
7	Shri. Ajay Agrawal	Member	Member, Local Managing Committee
8	Dr. K. B. Patil	Member	Member, Local Managing Committee
9	DBATU Nominee	Member	University Nominee
10	DTE Nominee	Member	State Government Nominee
11	Dr. Sameer Goyal	Member	Member, Local Managing Committee
12	Dr. Nilesh P. Salunke	Member Secretary	Principal
13	Dr. Makarand Shahade	Member	Associate Professor
14	Shri. Anmol Suryavanshi	Member	Assistant Professor

**Frequency of meeting:** Two in a year



## 2. Local Managing Committee

The formation of a Local Managing Committee for engineering institutes in Maharashtra is typically guided by the rules and regulations of the state's technical education board. Comprising academic, industry, and community representatives, it focuses on governance, infrastructure development, curriculum updates, faculty appointments, and overall enhancement of the engineering education standards in the institute.

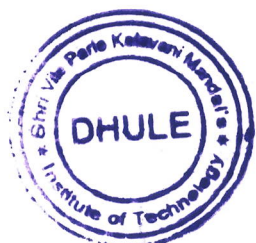
### Function & responsibilities-

- To develop and implement policies that align with the overall educational objectives and standards set by regulatory bodies.
- To ensure that the engineering college complies with accreditation standards and meets the requirements set by regulatory bodies.
- To manage the financial affairs of the engineering institute, including budgeting, resource allocation, and financial sustainability.
- To ensure that the engineering college operates in accordance with local and national laws governing education.
- To review and approve policies related to admissions, examinations, discipline, and other aspects of academic and administrative functioning.
- To facilitate communication and collaboration among various stakeholders, including faculty, students, parents, and alumni.
- To address and resolve conflicts within the institute, promoting a harmonious and conducive academic environment.

### Committee Members:

#### Composition of Local Managing Committee

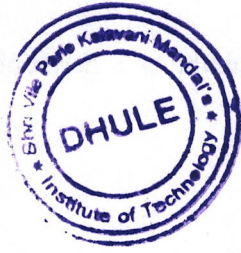
Sr. No.	Member	Designation	Details
1	Shri. Sanjay Agrawal	Chairman	President or Chairman of the management or his nominee as Chairperson
2	Shri. Rajgopal Bhandari	Member	Secretary of the management or his nominee





3	Dr. Ajay Pasari Shri. Santosh Agrawal Shri. Ajay Agrawal Dr. Sameer Goyal	Member Member Member Member	Local members representing different fields of the area, nominated by the management
4	Dr. K.B. Patil	Member	One representative of the Management
5	Dr. Nilesh Salunke	Member - Secretary	Principal as Member Secretary
6	Dr. Makarand Shahade Shri. Anmol Suryavanshi Shri. Mohammed Juneduddin	Member Member Member	Three teachers, elected by the teachers of the college or institution
7	CA. Atul Patwari	Member	One non-teaching employee, elected by the non-teaching employees of the college or institution

**Frequency of meeting:** Two in a year



### 3. College Development Committee-

As per the Maharashtra Public Universities Act 2016, Section 97, the College Development Committee is formed at the college. It has representation of Academia, Industry, students to represent all stake-holders. As per the guidelines of University Act, representatives from various sectors Academics, Research, Social Service and Industry are included in CDC.

#### Function & responsibilities-

- Prepare an overall comprehensive development plan of the college regarding academic, administrative and infrastructural growth, and enable college to foster excellence in curricular, co-curricular and extracurricular activities.
- To monitor the development of SVKM's Institute of Technology under
  - a. Academic excellence
  - b. Research & Innovation
  - c. Training & Placement
  - d. Student and Faculty development.
- To recommend to the management, about introducing new academic courses and the creation of additional teaching and administrative posts.
- To 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
- To prepare the annual financial estimates (budget) and financial statements of the college or institution and recommend the same to the management for approval
- To make recommendations regarding the students' and employees' welfare activities in the college
- To recommend the administration about appropriate steps to be taken regarding the discipline, safety and security issues of the college
- To consider and make appropriate recommendations on inspection reports, local inquiry reports, audit report, report of National Assessment and Accreditation Council, etc.
- To recommend the distribution of different prizes, medals and awards to the students. Prepare the annual report on the work done by committee for the year ending on the 1st June and submit the same to the management of college and the university.



**Committee Members:****Composition of College Development Committee**

Sr. No.	Member	Designation	Details
1	Shri. Sanjay Agrawal	Chairman	Chairperson of the management or his nominee ex-officio chairperson
2	Shri. Rajgopal Bhandari	Member	Secretary of the management or his nominee
	Dr. Ajay Pasari Shri. Santosh Agrawal Shri. Ajay Agrawal Dr. K.B. Patil Dr. Sameer Goyal	Member Member Member Member Member	Local members, nominated by the management in consultation with the principal, from the fields of education, industry, research and social service of whom at least one shall be alumnus
4	Dr. Nilesh Salunke	Member - Secretary	Principal as Member Secretary
5	Dr. Makarand Shahade	Member	One head of the department, to be nominated by the principal or the head of the institution
6	Dr. Vishal Moyal Shri. Anmol Suryavanshi Mrs. Mayuri Kulkarni	Member Member Member	Three teachers in the college or recognised institution, elected by the full time amongst themselves out of whom at least one shall be woman
7	Dr. Bhushan Chaudhari	Member	IQAC Coordinator
8	CA. Atul Patwari	Member	One non-teaching employee, elected by the regular non-teaching staff from amongst themselves
9	Ms Anjali A Mahajan Mr. Dhiraj D Bhadane	Member Member	President and secretary of the college students' council

**Frequency of meeting:** Four in a year



#### **4. Committee for SC/ST**

In SVKM's Institute of Technology Dhule, Committee for SC/ST was established on 01/08/2017 to safeguard the rights of the students belonging to reserved category, faculty and staff members and also to provide platform to listen to complaints.

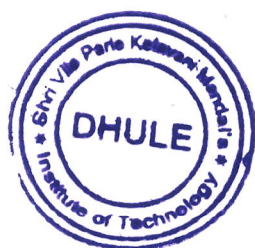
The motivation to have this cell is to ensure a speedy delivery of justice by processing each complaint through suitable action in compliance with Dr. Babasaheb Ambedkar Technological University guidelines and in compliance with the laws and regulations of the Government of India.

#### **Objectives:**

- To promote social justice and ensure equal opportunities for students from SC/ST backgrounds.
- To eliminate discrimination, prejudice, or bias against SC/ST students.
- To create awareness among students about the rights and entitlements of SC/ST individuals.
- To provide support, both academic and financial, to SC/ST students, ensuring their smooth progress in the institution.
- Offering guidance on scholarships, fellowships, and other financial aid available for SC/ST students.
- Providing counseling services to SC/ST students to help them overcome academic, social, or personal challenges.
- Ensuring active participation of SC/ST students in academic, cultural, and extracurricular activities within the institution

#### **Function & responsibilities-**

- The Committee for SC/ST will monitor and endeavour to resolve issues, grievances related to all reservation candidates and staff at the Institute level.
- The Complainant if any will be forwarded to the Committee by the Students or faculty.
- The Committee will look into the complaint and call the concern complainant personally for hearing the grievance.
- The Coordinator of the Committee will forward their report in the sealed envelope to the Principal within one week from the date of receipt of complaint.
- Create awareness about issues faced by students and discrimination.





- To provide a forum to build awareness and hence build preventive actions in matters related to students problems.
- To provide and disseminate information about rights and laws for grievances.
- To facilitate speedy delivery of justice by processing each complaint through suitable action.

**Committee Members:**

Composition of Committee for SC/ST

Sr. No.	Member	Designation
1	Dr. Nilesh Salunke	Principal
2	Mr. Chandu Koli	Teacher's Representative – Coordinator
3	Mr. Sachin Kamble	Teacher Representative
4	Mr. Niteen Dhutraj	Teacher Representative
5	Mr. Charudatta Thosar	Teacher Representative
6	Mrs. Mayuri Kulkarni	Teacher Representative

**Frequency of meeting:** Four in a year



## **5. Functions and Responsibilities of Sexual harassment of women at institute and Internal complaint level committee:**

The Internal Complaints Committee is responsible for investigating every formal written complaint of sexual harassment and taking appropriate remedial measures to respond to any substantiated allegations of sexual harassment.

The Internal Complaints Committee shall inquire into the complaints as per the provisions of Section 11 of the Act, 2013. The Committee may give recommendations as may be considered necessary under the provision of Section 12 of the Act, 2013 and based on these recommendations, the Competent Authority shall take appropriate action.

### **Objectives:**

- To create awareness amongst students about the problems faced by women of all strata due to gender issues.
- To create an environment of gender justice where men and women work together with a sense of personal security and dignity
- To create awareness amongst students about the issues related to the youth, girls in particular.
- To disseminate knowledge about rights and laws related to women.
- To create a sense of responsibility in the students and have healthy study and work culture in all schools of the University.
- To enhance the self-esteem and self- confidence of girl students, women faculty and staff in the institute

### **Roles & Responsibilities:**

- To help women to realize their rights of freedom.
- To treat sexual harassment as a misconduct and initiate punitive actions for such misconduct.
- To assist the aggrieved woman to place the complaint.
- To safe guard the one who is victimized.
- To educate and train students about sexual harassment.



**Committee Members:**

Composition of sexual harassment of women at institute committee

Sr. No.	Member	Designation
1	Ms. Mayuri Kulkarni	Presiding Officer
2	Ms. Prerna Ikhar	Teacher Representative
3	Ms. Vijaylaxmi Bittal	Teacher Representative
4	Ms. Farha Naz	Teacher Representative
5	Ms. Rubi Mandal	Teacher Representative
6	Dr. Makrand Shahade	Assoc. Professor / HOD
7	Ms. Sheetal Patil	Non-Teaching Representative
8	Ms. Swaleha Ansari	Non-Teaching Representative
9	Ms. Kirti Shinde	Non-Teaching Representative
10	Miss. Divya Ahire	Student Representative
11	Miss. Anjali Mahajan	Student Representative
12	Miss. Janvi Khonde	Student Representative

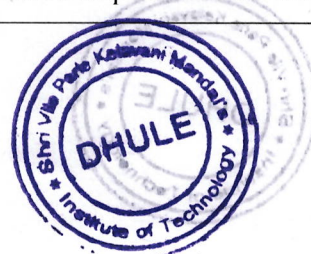
**Frequency of meeting:** Four in a year

**Committee Members:**

Composition of Committee for Internal complaint committee

Sr. No.	Member	Designation
1	Ms. Prerna Ikhar	Presiding Officer
2	Ms. Vijaylaxmi Bittal	Teacher Representative
3	Ms. Farha Naz	Teacher Representative
4	CA. Atul Patwari	Non-Teaching Representative-Member
5	Mr. Rahul Sharma	Non-Teaching Representative-Member
6	Dr. Sameer Goyal	Non-Govt. Organization-Member
7	Miss. Anjali Mahajan	Student Representative -Member
8	Mr. Rushikesh Sonawane	Student Representative-Member
9	Mr. Vishal Patil	Student Representative -Member

**Frequency of meeting:** Four in a year





**6. Anti-raging committee:**

RAGGING of students, physically or mentally, is a black spot on society and is a cognizable offence. The students who have to face ragging can lose their mental stability and can spoil their lives. The institute is committed to "NO RAGGING" policy. Ragging is banned by Government as well as Supreme Court. Anyone indulging in acts of ragging, however minor, even in the form and garb of introduction of juniors is punishable act and attracts severe punishment leading to termination from college and imprisonment.

**Objectives:**

- To preserve a Culture of Ragging Free Environment in the college Campus.
- To aware the students of dehumanizing effect of ragging inherent in its perversity.
- To keep a continuous watch and vigil over ragging so as to prevent its occurrence and recurrence
- To deal promptly and stringently with the incidents of ragging brought to our notice.
- To generate an atmosphere of discipline by sending a clear message that no act of ragging shall be tolerated and any act of ragging shall not go unnoticed and unpunished.
- To root out ragging in all its forms from the institute by prohibiting it by law, preventing its occurrence and punishing those who indulge in ragging

**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.

**Function of Anti-Ragging Squad:**

The Anti-Ragging Squad shall be nominated by the Head of the institution. The Squad shall have vigil, oversight and patrolling functions. The Squad shall investigate incidents of ragging and make recommendations to the Anti-Ragging Committee and shall work under the overall guidance of the Anti-Ragging Committee.

**Composition of Committee for Anti Ragging committee**

Sr. No.	Member	Designation
1	Dr. Nilesh Salunke	Principal
2	Dr: Ajay Pasari	NGO Member
3	Sub Inspector	Police Station, Mohadi
4	Circle officer	Upper Tahsil, Civil Administration





5	Mr. Kishor Mali	Media Representative
6	Mr. Achal Agrawal	Faculty Representative Coordinator
7	Dr. Namra Joshi	Faculty Representative
8	Mr. Anmol Suryawanshi	Faculty Representative
9	Ms. Sheetal Patil	Non-Teaching Representative
10	Mr. Anil Mali	Parent Representative
11	Miss. Anjali Mahajan	Student Representative
12	Mr. Lokesh U. Patil	Student Representative -Fresher

**Frequency of meeting:** Four in a year



## 7. Function and Responsibilities of Ombudsman & Grievance committee:

The objective of the Grievance Redressal Committee is to develop a responsive and accountable attitude among all the stakeholders in order to maintain harmonious educational atmosphere in the institute.

### Objectives:

- To settle grievances of the employees in the shortest possible time, At the lowest possible management level and with appellate stages so that it is fair, transparent and reasonable.
- Upholding the dignity of the College by ensuring strife free atmosphere in the College through promoting cordial Student-Student relationship and Student-teacher relationship etc.
- Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.
- Suggestion / complaint Box is installed in front of the Administrative Block in which the Students, who want to remain anonymous, put in writing their grievances and their suggestions for improving the Academics / Administration in the College.
- Advising Students of the College to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.
- Advising All the Students to refrain from inciting Students against other Students, teachers and College administration
- Advising all staffs to be affectionate to the Students and not behave in a vindictive manner towards any of them for any reason.
- Ragging in any form is strictly prohibited in and outside the institution. Any violation of ragging and disciplinary rules should be urgently brought to the notice of the Principal.

### Roles & Responsibilities:

Following are the general guidelines regarding roles and responsibilities of the committee members

Chairperson: Decision making on the basis of set rules, regulations and policies in any grievance complaint after carefully studying and understanding all the sides of the argument



Coordinator: Monitoring grievance redressal forms/entries, organizing meetings of the committee members at scheduled frequency, assisting aggrieved candidate in appearing in front of the grievance committee, acting as coordinator between aggrieved candidate and committee.

Members: Helping the chairperson in decision making by making suggestions on the basis of set rules, regulations and policies after carefully studying and understanding all the sides of the argument.

Composition of Committee for Ombudsman & Grievance Redressal committee

Sr. No.	Member	Designation
1	Adv. Suresh Wagh	Advocate (Ombudsman)
2	Dr. Nilesh Salunke	Principal, Chairperson
3	Dr. Rajiv Junne	Assistant Professor-Coordinator
4	Mr. Lahu Aaware	Assistant Professor
5	Mr. Pratik Deore	Assistant Professor
6	Miss. Divya D. Ahire	Student Representative

**Frequency of meeting:** Four in a year.

