

**Sou.Devibai Narayandas Chhabada Rural Education Society's
LATE. NARAYANDAS BHAWANDAS CHHABADA INSTITUTE OF PHARMACY
RAIGAON, SATARA.
Committee Constitution**

Sr no.	Committee	Constitution	Designation
1.	Standing Committee	Mr. Z.K. Khan	Inch. Principal
		Mr.G.DLavate	Member secretary
		Dr.H.D.Jedage	Member
		Mr.V.N.Kodalkar	Member
		Mr.V.V.Parkhe	Member
2.	Purchase Committee	Dr. S.B. Bhise	Chairman
		Mr. Z.K. Khan	Inch. Principal
		Mr.G.D.Lavate	Member secretary
		Mr. A.B. Velhal	Member
		Dr. H.D. Jedage	Member
		Ms. P.B. Salunke	Member
		Mr.K.R.sutar	Member
3.	Library Committee	Mr.Z.K.Khan	Inch principal
		Ms.A.T.Kadam	Member secretary
		Dr. H.D. Jedage	Member
		Mr. A.B. Velhal	Member
		Ms. P.B. Salunke	Member
		Mr.P.A.Thorat	Member
4.	Gymkhana Committee	Mr. Z.K. Khan	Inch. Principal
		Dr.H.D.Jedage	Member secretary
		Ms. S.M.Raskar	Member
		Mr.A.S.Bhosale	Member
		Mr.V.V.Aundhe	Member
		Ms.S.S.Patil	Member
		Ms.L.V.Dukare	Member
5.	Internal complaints/ Grievance Redressal Committee	Mr.Z.K.khan	Inch. principal
		Ms.P.A.Pol	Member secretary
		Dr. H.D. Jedage	Member
		Mr.A.B.Velhal	Member
		Mr.V.V.Parkhe	Member
6.	Anti-Ragging Committee	Mr. Z.K. Khan	Inch. Principal
		Ms. S.M. Raskar	Member secretary
		Ms. S.P.Khamkar	Member
		Ms. P.S.Patil	Member
		Ms. P.B.Salunke	Member
		Ms. O.S.Chavan	Member
		Mr.R.A.Kadam	Member
		Ms. P.N. Mali	Member
		Ms. V.V.Narawade	Member
		Mr. P.R.Patil	Member
		Mr.A.S.Divekar	Member
		Ms.P.G.Pawar	member
Ms.S.S.Arban	member		

GRIEVANCE REDRESSAL COMMITTEE

As per comply with AICTE Regulation, Redressal committee has been constituted for PHARMACY Program at Institute with the object of preventing unfair practices and to provide a mechanism to students, parent and other for Redressal of their grievances. Constitution of Grievance Redressal committee for PHARMACY program.

Internal Complaints committee	Mr.Z.K.Khan	Inch. Principal
	Ms.P.A.Pol	Member Secretary
	Dr.H.D.Jedage	Member
	Mr.A.B.Velhal	Member
	Mr.V.V.Parkhe	Member

The Committee is requested to contribute effectively to dispose the grievances at the earliest.

To register the compliant there is a separate complain register kept in office of Administrative officer. On receipt of the Compliant, the member Secretary of the Grievance Redressal Committee will call Committee members, with information to the complainant on their day of Convenience an aggrieved Students or Parent may appear in person to present his/her case.

In the case, complaint not satisfied with the decision of the Committee, they may send their appeals to the “OMBUDSMAN” appointed appointed by the Affiliating University (i.e. RashtrasantTukadojiMaharaj Nagpur University). The OBUDSMAN will fix a date for hearing the complaints which shall be communicated to the institute and the aggrieved person. The institution shall comply with the order of the ombudsman.

PURCHASE COMMITTEE

- a. There shall be purchase committee for dealing with all matters pertaining to all purchase of the university, in respect of such items where individuals cost of each item exceeds rupees one lakh at a time.
- b. The committee shall consist of the following members, namely: -

Purchase committee	Dr. S.B.Bhise	Chairman
	Mr.Z.K.Khan	Inch. Principal
	Mr.G.D.Lavate	Member Secretary
	Mr.A.B.Velhal	Member
	Mr.H.D.Jedage	Member
	Ms. P.B.Salunke	Member
	Mr.K.R.Sutar	Member

- c. The Finance & Accounts Officer shall ordinarily act as the Secretary of the purchase committee. During the period when there is no Finance &Accounts Officer or during his absence, the registrar shall act as the secretary of the committee.
- d. The purchase committee shall invite the hades of the university, institutions or department for which purchase to be made.
- e. All members of the committee other than ex-officio members shall hold office for a period of 2 years.
- f. The powers and duties of the committee and the procedure for its meeting shall be such as may be prescribe.

LIBRARY COMMITTEE

The committee shall consist of the following members, namely:-

Library Committee	Mr. Z.K. Khan	Inch. Principal
	Ms.A.T.Kadam	Member Secretary
	Mr. A.B.Velhal	Member
	Dr. H. D. Jedage	Member
	Ms. P.B.Salunke	Member
	Mr.P.A.Thorat	Member

Committee meets regularly to discuss and decide the matters pertaining to providing better and effective library services to the staff and students of the college.

Role of library committee:

1. Selection of books for the college library.
2. Recommended suitable budgetary provision for the library.
3. Develop a general program of library service to suit the interest and requirement of different section of users.
4. Review library rules and formulate new rules for the library.
5. Recommend for proper functioning of the library.

ANTI RAGGING COMMITTEE

The committee shall consist of the following members, namely: -

Anti-ragging Committee	Mr.Z.K.Khan	Inch. Principal
	Ms. S.M. Raskar	Member secretary
	Mrs.S.P.Khamkar	Member
	Ms. P.S.Patil	Member
	Ms. P.B.Salunke	Member
	Mr. O.S.Chavan	Member
	Mr.R.A.Kadam	Member
	Ms. V.V.Narawade	Member
	Ms.P.R.Patil	Member
	Mr.A.S.Divekar	Member
	Ms.P.N.Mali	Member
	Ms.P.G.pawar	Member
	Ms.S.S.Arban	Member

Function: -

- 1) To build self –esteem and dignity among girl students and ladies faculty member.
- 2) To offer services such as counseling, legal aid in case of at atrocities against women.
- 3) To create awareness regarding women rights.
- 4) To arrange program regarding health and personality development.
- 5) To avoid and prohibit sexual harassment at workplace.

SPECIAL CELL STANDING COMMITTEE

The committee shall consist of the following members, namely: -

Special cell standing committee	Mr.Z.K.Khan	Inch. Principal
	Ms.G.D.Lavate	Member Secretary
	Dr.H.D.Jedage	Member
	Mr.V.N.Kodalkar	Member
	Mr.V.V.Parkhe	Member

Function:

1. To collect information and maintain record regarding to SC/ST/DTNT/OBC/SBC categories that are enrolled in the college.
2. To supervise and see that the admission to the colleges and hostels are made in accordance with the reservation policy declared by the state government from time to time.
3. To maintain a roster of teaching and non-teaching staff of the college.
4. To scrutinize and approved the advertisements that may be issued by the management for recruitment to both teaching and non-teaching posts.
5. To supervise the allotment and distribution of scholarship for various reserve candidates.

GYMKHANA COMMITTEE

The committee shall consist of the following members, namely: -

Gymkhana committee	Mr.Z.K.Khan	Inch. Principal
	Dr.H.D.Jedage	Member secretary
	Ms. S.M.Raskar	Member
	Mr.A.S.Bhosale	Member
	Mr.V.V.Aundhe	Member
	Ms. S.S. Patil	Member
	Ms.L.V.Dukare	Member

The basic premises of self-organized functioning of student's activity is to train students to learn..

- 1) Methods of organizing community activities,
- 2) Democratic functioning.
- 3) Formalisms of public conduct, and above all.

Activities of the students of the gymkhana and student's regatta shall be guided by the faculty members and professionals. Dean (students) Shall be the head the faculty members and professionals engaged with student's activities as advisors and mentors.