

**Guru Gobind Singh College of Engineering and Research Centre, Nashik.**  
**Institute Level Committees**

**Academic Year 2019-20**

Sr. No.	Name of Committee	Name of Member	Particulars of Members	Committee Designation	Objectives/Responsibilities/Duties of the Committee
1	Internal Quality Assurance (IQAC) Cell	Dr. Neelkanth Nikam	Head of the Institution	Chairperson	1. Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution. 2. Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process. 3. Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes. 4. Dissemination of information on various quality parameters of higher education 5. Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles. 6. Documentation of the various programmes/activities leading to quality improvement 7. Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices. 8. Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality. 9. Development of Quality Culture in the institution. 10. Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.
		Perminder Singh	Member from Management	Member	
		Mr. Balbir Singh Chhabra	Member from Industry	Member	
		Mr. Gopal Lal	Member from Local Society	Member	
		Dr. Shyamkumar Kalpande	Academic Dean	Member	
		Dr. Chandrashekhar Mohod	HOD Mechanical Department	Member	
		Dr. V. M. Natraj	HOD Civil Department	Member	
		Ms. Sapana Sonar	HOD Electrical Department	Member	
		Mr. Sandeep Shukla	HOD BES Department	Member	
		Mr. Manoj Koli	Administrative Officer	Member	
		Ex - Officio	University Representative (Student Council)	Member	
Ex - Officio	Office Bearer, Alumani Association	Member			



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		Mr. Milind Patil	Assistant Professor	Member	
2	<b>Right to Information Committee</b>	Permindur Singh	CEO	Appellate Officer	1. To receive and enquire complaints from persons.
		Dr. Neelkanth Nikam	Principal	Information Officer	
		Mr. Manoj Koli	Registrar	Assistant Information Officer	
3	<b>Admission</b>	Dr. Chandrashekhar Mohod	HOD, Mechanical Engg.	Coordinator	1. To prepare a road map for the next year admissions spread over the entire year right from Sept. 2017 to July 2018, by taking the catchment area of our institute in to consideration. 2. To plan and execute different activities to take up GGSF to our stake holders in a positive manner. 3. To plan career counseling seminars for the HSC appeared students and their parents at various locations. 4. To arrange visits of maximum number of HSC appeared students from the Nashik city to our institute to showcase the infrastructure.
		Dr. Shyamkumar Kalpande	Academic Dean	Member	
		Dr. V.M.Natraj	HOD, Civil Engg.	Member	
		Ms. Sapana Sonar	HOD, Electrical Engg.	Member	
		Mr. Sandeep Shukla	HOD, Basic Engineering Science	Member	
4	<b>Academic Review</b>	Dr. Neelkanth Nikam	Principal	Chairman	1. To carry out daily academic vigilance. 2. To prepare master time table. 3. To submit daily report to the Principal of non-conducted classes. 4. To co-ordinate academic activities.
		Dr. Shyamkumar Kalpande	Academic Dean	Member Secretary	
		Mr. Sagar Shinde	Faculty, Electrical Engg.	Member	
		Mr. Sachin Shinde	Faculty, Mechanical Engg.	Member	
		Mr. Akash Avhad	Faculty, Civil Engg.	Member	

  
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		Ms. Pradnya Bachhav	Faculty, Basic Engg. Science	Member	
5	<b>Training, Placement and Enterprenurship Development Cell</b>	Mr. Vijay Sarode	I/C TPO, Faculty, Mechanical Engg.	Coordinator	<p>1. Responsible for all the activities related to the students training and placement such as career counseling, training on soft skills, value addition courses, inplant training, arranging on campus and off campus placement drives etc.</p> <p>2. To arrange guest lectures, workshops, seminars, industrial visits &amp; educational tours for students from training and placement point of view.</p> <p>3. Identifying and inviting different industries for on-campus / off-campus placement of the students.</p> <p>4. Getting resume of all students prepared and maintaining its copiuies.</p>
Mr. Vishwesh Kathe		Faculty, Mechanical Engg.	Member		
Mr. Nikhil Mate		Faculty, Electrical Engg.	Member		
Mr. Sharad Pagar		Faculty, Civil Engg.	Member		
Mr. Chetan Kankariya		Faculty, Civil Engg.	Member		
6	<b>Research and Development</b>	Mr. Nagorao Pawar	Faculty , Electrical Engg.	Coordinator	<p>1. To oversee and supervise Research and Development activities in the Institute and to ensure performance.</p> <p>2. Exploring possibilities of research collaborations, nationally and internationally for long term development.</p> <p>3. Final assignment of work and fixing linkages and establishing monitoring frame work.</p> <p>4. Reviewing and monitoring research and development activities in all the four thrust areas so that quality research can be encouraged and slippages can be reduced through pre-established schedules given at the time of allotment of projects.</p>
Mr.Pritam Kudale		Faculty, Mechanical Engg.	Member		
Mr. Dipak Chavan		Faculty, Mechanical Engg.	Member		
Mr .Sharad Pagar		Faculty, Civil Engg.	Member		
Mr. Dhananjay Desale		Faculty, Civil Engg.	Member		
Mr. Bhimrao Dabhade		Faculty , Electrical Engg.	Member		
Mr. Mukesh Amritkar		Faculty, Basic Engg. Science	Member		
Ms. Apurva Bhalerao		Faculty, Basic Engg. Science	Member		

  
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7	Faculty Development	Mr. Nagorao Pawar	Faculty , Electrical Engg.	Coordinator	<ol style="list-style-type: none"> <li>1. Assessing Faculty Development interests and needs.</li> <li>2. Planning and implementing activities in support of Faculty Development.</li> <li>3. Creating an annual budget and action agenda.</li> <li>4. Reviewing and evaluating the effectiveness of Faculty Development activities.</li> </ol>
		Mr.Pritam Kudale	Faculty, Mechanical Engg.	Member	
		Mr. Dipak Chavan	Faculty, Mechanical Engg.	Member	
		Mr .Sharad Pagar	Faculty, Civil Engg.	Member	
		Mr. Dhananjay Desale	Faculty, Civil Engg.	Member	
		Mr. Bhimrao Dabhade	Faculty, Electrical Engg.	Member	
		Mr. Mukesh Amritkar	Faculty, Basic Engg. Science	Member	
		Ms. Apurva Bhalerao	Faculty, Basic Engg. Science	Member	
8	Skill Development Centre	Mr. Ketan Dhande	Faculty, Mechanical Engg.	Coordinator	<ol style="list-style-type: none"> <li>1. To establish JCC a training Centre of Bosch and Siemens as per their guidelines.</li> <li>2. To plan time table to train students of our Polytechnic and Engineering colleges as well as students from industry.</li> <li>3. To maintain records of trainers and trainee.</li> <li>4. To take up suitable steps for assessment and certification of trainee.</li> <li>5. To maintain all equipments of training centre under working condition by using suitable measures.</li> <li>6. To advertise the training centre by suitable ways.</li> </ol>
		Mr. Sandip Patil	Workshop Superintendent	Member (PMKVY Coordinator)	
		Mr. Dipak Chavan	Faculty, Mechanical Engg.	Member	
		Ms. Poonam Shav	Faculty, Electrical Engg.	Member	
9	Discipline	Permindur Singh	CEO	Chairman	<ol style="list-style-type: none"> <li>1. To maintain a safe and orderly learning environment.</li> <li>2. Maintain discipline in Campus as well as in the close</li> </ol>

  
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		Dr. Neelkanth Nikam	Principal	Member Secretary	<p>proximity of outside campus.</p> <p>3. To enquire about the acts of grievances and indiscipline by students.</p> <p>4. To suggest appropriate disciplinary action.</p> <p>5. Pointing out students without I-cards and counseling them to follow traffic safety rules.</p> <p>6. Taking regular round in the campus particularly at the time of reporting near the campus gate.</p> <p>7. Submitting weekly report to the Chairman of this committee.</p> <p>8. Counseling of the students for reporting in time, wearing proper uniform and maintaining science/discipline.</p>
		Mr. Suraj Bhutada	Faculty, Civil Engg.	Coordinator	
		Mr. Ajay Chaudhari	Faculty, Civil Engg.	Member	
		Mr. Swapnil Kondo	Faculty, Mechanical Engg.	Member	
		Mr. Harshal Tambat	Faculty, Mechanical Engg.	Member	
		Mr. Vidyasagar Gawali	Faculty, Mechanical Engg.	Member	
		Mr. Nagorao Pawar	Faculty, Electrical Engg.	Member	
		Mr. Bhimrao Dabhade	Faculty, Electrical Engg.	Member	
		Mr. Mukesh Amritkar	Faculty, Basic Engg. Science	Member	
		Ms. Charushila Patil	Faculty, Basic Engg. Science	Member	
<b>10</b>	<b>Cultural Function</b>	Mr. Swapnil Kondo	Faculty, Mechanical Engg.	Coordinator	<p>1. To organize cultural activities in the college.</p> <p>2. To promote the student to show interest in cultural activities.</p> <p>3. Celebrations of birthdays of staff having their birth day in a particular month, on the last working day of that month.</p> <p>4. To organize birth anniversaries of national leaders.</p> <p>5. Promoting and preparing students to participate in various cultural events even outside the campus.</p>
		Mr. Chetan Joshi	Faculty, Civil Engg.	Member	
		Mr. Vishwesh Kathe	Faculty, Mechanical Engg.	Member	
		Ms. Poonam Shav	Faculty, Electrical Engg.	Member	
		Ms. Charushila Patil	Faculty, Basic Engg. Science	Member	

		Mr. Uttam Salunke	Admin	Member	
		Mr. Yogesh Chumbale	Asst. Librarian	Member	
11	<b>Newsletter &amp; College Magazine</b>	Ms. Tejashri Kulkarni	Faculty, Civil Engg.	Coordinator	<p>1. To raise the funds through advertisements/sponsorships to publish the college magazine.</p> <p>2. To constitute a editorial Committee for the college magazine.</p> <p>3. To take out news cuttings related to our institute/ technical education and bringing it the notice of the higher authorities.</p> <p>4. To work out yearly requirement of books, journals, magazines etc for preparing the budget.</p> <p>5. To take follow up of the purchase of the books, journals, magazines etc after approval to the budget.</p> <p>6. To plan and execute all possible measures to maintain proper safety of the assets of the library and to maintain the discipline in the library.</p>
		Mr. Rohit Khandare	Faculty, Mechanical Engg.	Member	
		Ms. Pallavi Jadhav	Faculty, Electrical Engg.	Member	
		Ms. Dipti Ankalg	Faculty, Civil Engg.	Member	
		Ms. Apurva Bhalerao	Faculty, Basic Engg. Science	Member	
		Ms. Nishigandha Khaire	Librarian	Member	
12	<b>Institutional Website and Publicity</b>	Mr. Sandeep Shukla	HOD, Basic Engg. Science	Coordinator	<p>1. Regular updation of college website.</p> <p>2. To maintain the photographs and videos of various events in the institute and maintain its record.</p> <p>3. To draft news on all events for publicity in the news papers.</p> <p>4. To give wide publicity to all college activities.</p>
		Mr. Manoj Koli	Registrar	Member	
		Ms. Pallavi Padalkar	Faculty, Civil Engg.	Member	
		Ms. Vishakha Pawar	Faculty, Civil Engg.	Member	
		Mr. Rohit Khandare	Faculty, Mechanical Engg.	Member	
		Ms. Pallavi Jadhav	Faculty, Electrical Engg.	Member	
		Ms. Sampada Bhanose	Non Teaching Representative	Member	

  
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13	Library	Dr. Neelkanth Nikam	Principal	Chairman	<ol style="list-style-type: none"> <li>1. To formulate policies and procedures for efficient use of Library resources.</li> <li>2. To provide for proper documentation services and updating the Library collection.</li> <li>3. To work towards modernization and improvement of Library and documentation Services.</li> <li>4. To review Library readership dept-wise.</li> <li>5. To prepare budget and proposals for the development of the Library.</li> <li>6. To seek feedback on Library functions from readers.</li> <li>7. To submit the annual report on the functioning of the library</li> <li>8. To take measures to increase the membership of the Library beyond the boundaries of the College.</li> </ol>
		Ms. Nishigandha Khaire	Librarian	Member Secretary	
		Dr. Shyamkumar Kalpande	Academic Dean	Member	
		Dr. Chandrashekhar Mohod	HOD, Mechanical Engg.	Member	
		Dr. V.M.Natraj	HOD, Civil Engg.	Member	
		Ms. Sapana Sonar	HOD, Electrical Engg.	Member	
		Mr. Sandeep Shukla	HOD, Basic Engg. Science	Member	
		Mr.Dadasaheb Bhavar	Faculty, Civil Engg.	Member	
14	Institute Social Responsibility	Dr. V.M.Natraj	HOD, Civil Engg.	Coordinator	<ol style="list-style-type: none"> <li>1. To plan and execute different activities under social commitments to take up the institute to society.</li> <li>2. By taking the help of the NSS unit of the institute, plan activities to help the poor students particularly from the slum area.</li> <li>3. To plan activities to educate the society on use of electronic gadgets/I-pads/mobile apps etc as a part of the mission of digitization by involving our students.</li> <li>4. To encourage and counsel our students to be a part of the social activities</li> <li>5. Prepare Annual budget for social activities.</li> </ol>
		Dr. Shyamkumar Kalpande	Academic Dean	Member	
		Dr. Chandrashekhar Mohod	HOD, Mechanical Engg.	Member	
		Ms. Sapana Sonar	HOD, Electrical Engg.	Member	
		Mr. Sandeep Shukla	HOD, Basic Engineering Science	Member	
15	Housekeeping	Mr. Vishwas Gaikwad	Faculty, Basic Engg. Science	Coordinator	<ol style="list-style-type: none"> <li>1. To inspect cleanliness all over the campus and reporting the cases of non cleaning to the I/C of house keeping.</li> </ol>

  
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		Mr. Dipak Patil	Faculty, Mechanical Engg.	Member	<p>2. Advising the students and staff to maintain cleanliness during and after the major events.</p> <p>3. To ensure safe and correct operation of cleaning machineries by housekeeping persons.</p> <p>4. To ensure the use of consumables for cleaning in the most efficient and cost effective manners.</p>
		Mr. Sagar Shinde	Faculty, Electrical Engg.	Member	
		Mr. Pravin Shinde	Faculty, Civil Engg.	Member	
		Mr. Jagjeet Singh	Non Teaching Representative	Member	
<b>16</b>	<b>Canteen</b>	Mr. Vishal Dhore	Faculty, Mechanical Engg.	Coordinator	<p>1. To check the cleanliness and quality of the food items in the canteen frequently.</p> <p>2. To obtain feedback from the staff and the students about the canteen facilities and to suggest suitable measures for improvements, in case of an adverse feedback.</p>
		Ms. Vibha Kulkarni	Faculty, Civil Engg.	Member	
		Mr. Anuj Pandey	Faculty, Electrical Engg.	Member	
		Ms. Poonam Sanap	Faculty, Basic Engg. Science	Member	
<b>17</b>	<b>Alumni Association</b>	Ms. Pallavi Padalkar	Faculty, Civil Engg.	Coordinator	<p>1. To register alumni association of our institute legally. To perform all activities as per the bye laws of the association.</p> <p>2. To update the data base of the alumni association continuously on website.</p> <p>3. To organize alumni meet at least once in a year.</p> <p>4. Send out newsletters to alumni on events taking place in our institute. Involve alumni in important decisions of the association.</p> <p>5. Recognize alumni for their contributions/ achievements in their profession and on personal level as well.</p> <p>6. Recognize outstanding alumni for their support and dedication to alumni association.</p>
		Mr. Keshav Pagar	Faculty, Mechanical Engg.	Member	
		Mr. Dhananjay Desale	Faculty, Civil Engg.	Member	
		Ms. Lubdha Godbole	Faculty, Electrical Engg.	Member	
<b>18</b>	<b>Student's Council</b>	Dr. Neelkanth Nikam	Principal	Chairman	<p>1. To arrange cultural programs at institute level</p> <p>2. To arrange Sports activities at institute level</p>

  
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		Mr. Swapnil Kondo	Faculty Mechanical Engg.	Student Development officer	3. To arrange NSS Camp & activities.
		Mr. Deepak Patil	Faculty Mechanical Engg.	National Service Scheme officer (NSS)	
		Mr. Chetan Joshi	Faculty Civil Engg.	I/C Physical Director	
		Office bearers elected by students	Representatives of students	Member	
19	Grievance Redressal Cell	Perminder Singh	CEO	Appellate Officer	1. To take up the matters of the grievances received from an individual faculty/student for investigations and appropriate solution.
		Dr. Neelkanth Nikam	Principal	Chairman	
		Dr. Shyamkumar Kalpande	Vice Principal	Member	
		Dr. Chandrashekhar Mohod	HOD, Mechanical Engg.	Member	
		Dr. V. M. Natraj	HOD, Civil Engg.	Member	
		Ms. Sapana Sonar	HOD, Electrical Engg.	Member	
		Mr. Sandeep Shukla	HOD, Basic Engg. Science	Member	
		Mr. Manoj Koli	Registrar	Member	
		Mr. Swapnil Kondo	Faculty, Mechanical Engg.	Member	
		Mr. Mukesh Amritkar	Faculty, Basic Engg. Science	Member Secretary	

  
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20	Anti Ragging	Perminder Singh	CEO	Appellate Officer
		Dr. Neelkanth Nikam	Principal	Chairman
		Mr. Ajay Chaudhari	Rector, Boys Hostel	Member Secretary
		Dr. Chandrashekhar Mohod	HOD, Mechanical Engg.	Member
		Dr. V.M.Natraj	HOD, Civil Engg.	Member
		Ms. Sapana Sonar	HOD, Electrical Engg.	Member
		Mr. Sandeep Shukla	HOD, Basic Engg. Science	Member
		Ms. Nishigandha Khaire	Librarian	Member
		Mr. Manoj Koli	Registrar	Member
		Ms. Sarika Deore	Rector, Ladies Hostel	Member
		Mr. Harshal Tambat	Transportation In Charge	Member
		Mr. Narayan S. Nyahalde	Civil Administration: Sr.PI, Indira Nagar, Nashik	Member
		Mr. Ganesh Dhemse	Media Representative	Member
		Mr. BaljeetSingh Seble	Representative from NGO	Member
		Mr. BhanudasShouche	Legal Advisor	Member

1. To function as per guidelines of University of Pune and AICTE
2. To arrange meetings of committee frequently particularly during the start of academic year.
3. To display Anti Ragging Flex in the Campus.
4. To install Complaint/Suggestion Boxes for the matters with respect to ragging.
5. To investigate the complaints of the ragging received from the students (if any) by following stipulated procedure as per the law and recommend suitable punishment.



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		Mr. Arun Trimbake	Security Officer	Member	
		Ms. Sarala Borse	Representatives of parents	Member	
		Ms. Anita Sutar	Representatives of parents	Member	
		Mr. Shivnath Ghayal	Representatives of parents	Member	
		Mr. Ramesh Walunj	Representatives of parents	Member	
		Office bearers elected by students	Representatives of students	Member	
21	ICC/Women's Grievance	Perminder Singh	CEO	Appellate Officer	<p>1. To function as per guidelines of University of Pune and Government of Maharashtra.</p> <p>2. To take up the matters of the grievances received from an individual ladies faculty and girls students for investigations and appropriate solution.</p> <p>3. To suggest suitable measures for safety of ladies staff and girls students in the campus.</p> <p>4. To arrange various counseling programs to educate them for safety at individual level.</p>
		Dr. Neelkanth Nikam	Principal	Chairman	
		Ms. Vrinda Bhalerao	Faculty, Civil Engg.	Member Secretary	
		Ms. Lubdha Godbole	Faculty, Electrical Engg.	Member	
		Ms. Pradnya Bachhav	Faculty, Basic Engg. Science	Member	
		Ms. Vaishali Avhad	Faculty, Mechanical Engg.	Member	
		Ms. Nishigandha Khaire	Librarian	Member	
		Ms. Snehal Jadhav	Non Teaching - Representative	Member	
		Adv. Minal Kenge	Outside Representative	Member	

  
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		Sayyed Shirin Niyaz Ali	Outside Representative	Member	
22	Minority Cell	Dr. Neelkanth Nikam	Principal	Chairperson	<p>1. The minority cell will help student and faculty belonging to religious minority including Christian, Muslim, Jain, Shikh etc. for their academic development.</p> <p>2. The committee will educate all the students, parents about various scholarship scheme available for minorities under State and Central Govt.</p> <p>3. All concerned are requested to take note of above and approach the Principal / any of member(s) of the committee about the grievance, if any, in writing.</p>
		Mr. Sandeep Shukla	HOD, Basic Engg. Science	Coordinator	
		Mr. Swapnil Kondo	Faculty, Mechanical Engg.	Member Secretary	
		Mr. Dhananjay Desale	Faculty, Civil Engg.	Member	
		Mr. Anuj Pandey	Faculty, Civil Engg.	Member	
		Mr. Manoj Koli	Registrar	Member	
		Mr. Satbir Singh Hundal	Office Representative	Member	
		Mr Khushal Pratik Ajay	Student, BE Mechanical Engg.	Student Member	
		Mr. Shaikh Meeran Addul Wahab	Student, BE Civil Engg.	Student Member	
23	OBC Cell	Dr. Neelkanth Nikam	Principal	Chairperson	<p>1. The OBC cell will help students and faculty belonging to other backward class for their academic development.</p> <p>2. The committee will educate students, parents about various scholarship schemes available for OBC's under state and Central Govt.</p> <p>3. All concerned are requested to take note of above and approach the Principal / any of member(s) of committee about the grievance, if any, in writing.</p>
		Mr. Rohit Khandare	Faculty, Mechanical Engg.	Member Secretary	
		Mr. Ketan Dhande	Faculty, Mechanical Engg.	Member	
		Mr. Dhananjay Desale	Faculty, Civil Engg.	Member	
		Ms. Pallavi Jadhav	Faculty, Civil Engg.	Member	

  
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24	SC-ST Cell	Dr. Neelkanth Nikam	Principal	Chairperson	1. To counsel and guide SC / ST students about scholarship programs. 2. To counsel and guide SC / ST students and help them to manage academic and personal issues.
		Mr. Vishwas Gaikwad	Faculty, Basic Engg. Science	Member Secretary	
		Mr. Rahul Paikrao	Faculty, Civil Engg.	Member	
		Mr. Umesh Patil	Scholarship Officer	Member	
		Ms. Sandhya Gangurde	Student, TE Civil	Student Member	
		Mr. Vikiraj Kadale	Student, BE Electrical	Student Member	
25	Electrical Maintenance	Mr. Bhimrao Dabhade	Faculty, Electrical Engg.	Coordinator	1. To look after all electrical repair & maintenance of the Institute.
		Mr. Sagar Shinde	Faculty, Electrical Engg.	Member	
		Mr. Purushottam Patil	Technical Assitant, Electrical Engg.	Member	
		Mr. Mohit Dhande	Technical Assitant, Electrical Engg.	Member	
26	Civil Maintenance	Mr. Suraj Bhutada	Faculty Civil Engineering	Coordinator	1. To look after all civil repair & maintenance of the Institute.
		Mr. Ajay Chaudhari	Faculty Civil Engineering	Member	
		Mr. Chetan Kankariya	Faculty Civil Engineering	Member	
		Mr. Radhesham Patil	Technical Assitant, Civil Engg	Member	

  
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