



Ahmednagar Jilha Maratha Vidya Prasarak Samaj's

*Shri Chhatrapati Shivaji Maharaj College of Engineering, Nepti, Ahmednagar*

Survey No. 162 & 163, Nepti, Nagar - Kalyan Road, Ahmednagar - 414005. Maharashtra

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Unipune - ID CEGA019270

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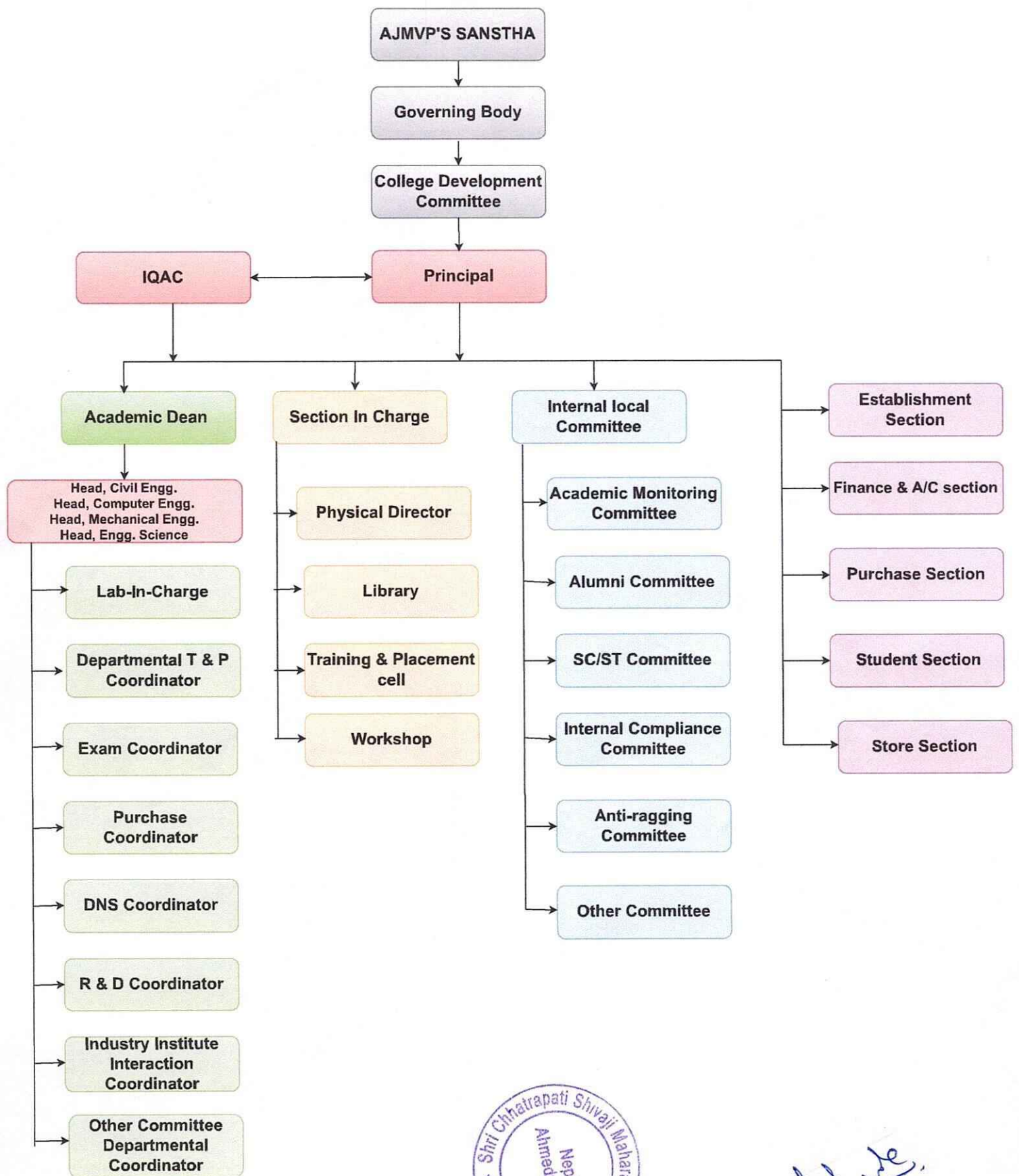
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**6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative set up, appointment and service rules, procedure etc.**

**Index 6.2.2**

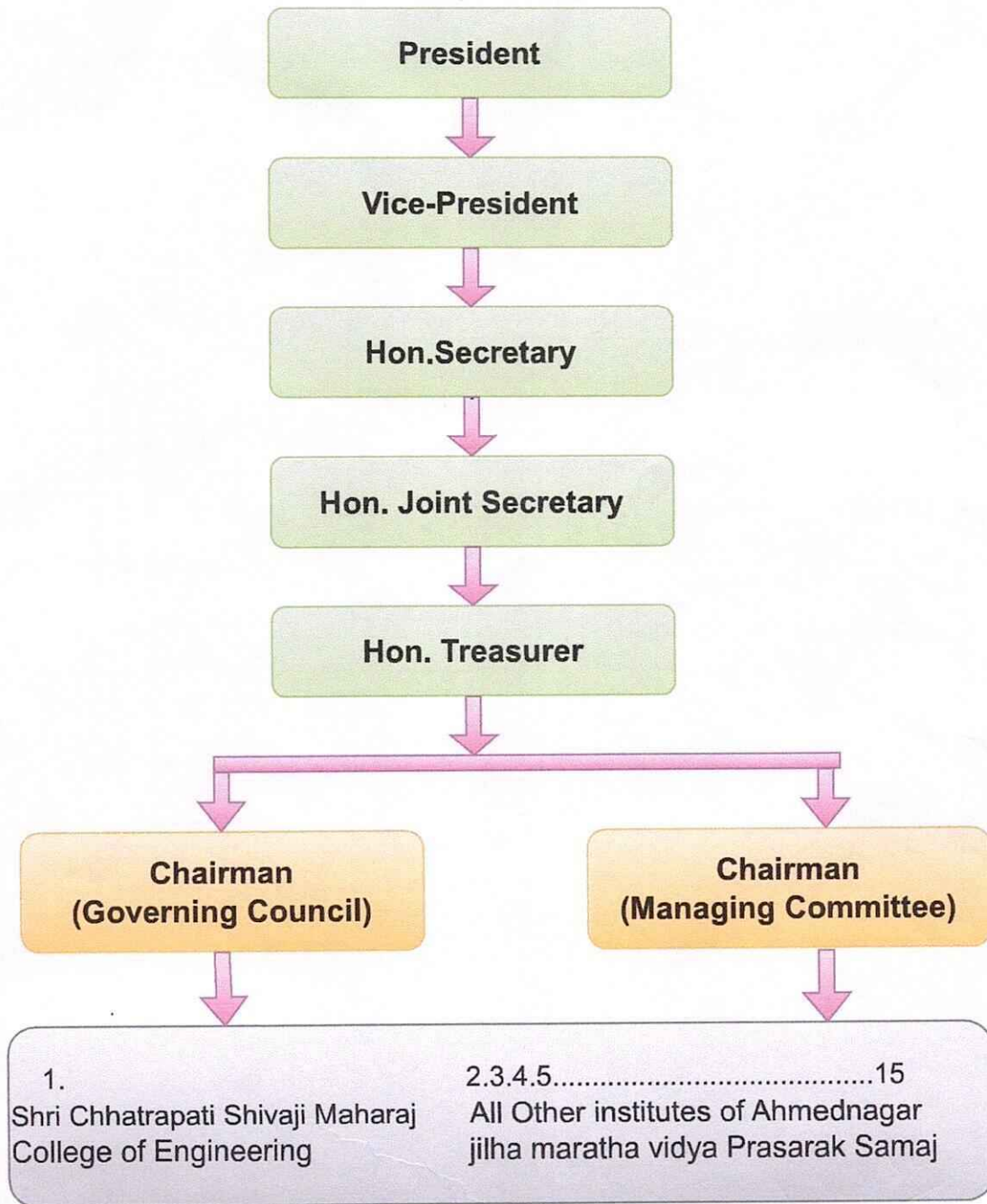
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# ORGANIZATION STRUCTURE OF THE SCSMCOE



  
**PRINCIPAL**  
 Shri. Chhatrapati Shivaji Maharaj College  
 of Engineering, Nepti, Ahmednagar

## ORGANIZATION STRUCTURE OF THE AJMVP SAMAJ



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of Engineering, Nepti, Ahmednagar



# Shri Chhatrapati Shivaji Maharaj College of Engineering, Nepti, Ahmednagar

Survey No. 162 & 163, Nepti, Nagar - Kalyan Road, Ahmednagar - 414 005 (Maharashtra)

E-Mail : ajmvps123@gmail.com

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DTE Code : EN 5382

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Ref No. : SCSTMCOE / 202 2 - 2023 / 763-4

Date : 05 / 01 / 2023

## Academic Development Committee

Sr. No.	Designation	Name of the Member
1	Chairperson	Dr. Y. R. Kharde ( <i>Principal</i> )
2	Member	Mr. S. M. Palaskar ( <i>HoD, Civil Department</i> )
3	Member	Smt. Y. A. Sisodia ( <i>HoD, Computer Department</i> )
4	Member	Dr. Smt. M. K. Bhosale ( <i>HoD, Engineering Science</i> )
5	Member	Smt. S. M. Walke ( <i>HoD, E&amp;TC Department</i> )
6	Member	Mr. P. G. Nikam ( <i>IQAC Coordinator</i> )
7	Member	Mr. D. D. Desale ( <i>Assistant Professor</i> )
8	Member	Smt. S. P. Suroshi ( <i>Librarian</i> )
9	Member	Mr. A. M. Handal ( <i>Physical Director</i> )
10	Member	Mr. N. M. Budhwant ( <i>Office Superintendent</i> )
11	Member Coordinator	Mr. A. B. Kale ( <i>HoD, Mechanical Department</i> )
12	Alumni	Bhushan Pagar ( <i>Mechanical Dept.</i> )
13	Student	Vinaykumar Pandey ( <i>Computer Dept.</i> )

### Functions:

1. Review of teaching – learning activities.
2. Tracking the progress of the implementation of the new academic initiatives.
3. Student's academic progress review and contingency plan to meet the requirements of specified performance.
4. Students attendance monitoring and review and decision regarding the term sanctioning of students.
5. Programs to enhance the faculty competency.
6. Academic Calendar preparation and implementation.

Copy to: All above members



*[Signature]*  
Dr. Y. R. Kharde  
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Ref No. : SCSMCOE / 202 2 - 202 3 | 365-3

Date : 02/08/2022

## Academic Monitoring Committee

Academic Monitoring Committee has been revised from academic year 2022-23 for College Academic Monitoring with immediate effect.

Sr. No.	Designation	Name of the Member
1.	Chairperson	Dr. Y. R. Kharde ( <i>Principal</i> )
2.	Member	Mr. S. M. Palaskar ( <i>HoD, Civil Department</i> )
3.	Member	Smt. Y. A. Sisodia ( <i>HoD, Computer Department</i> )
4.	Member	Smt. S. M. Walke ( <i>HoD, E&amp;TC Department</i> )
5.	Member	Mr. A. B. Kale ( <i>HoD, Mechanical Department</i> )
6.	Member	Dr. Smt. M. K. Bhosale ( <i>HoD, Engineering Science</i> )
7.	Member	Mr. P. G. Nikam, ( <i>IQAC Coordinator</i> )
8.	Member Coordinator	Mr. G. B. Salunke ( <i>Assistant Professor</i> )

### Roles and Responsibilities:

1. To monitor all academic activities and preparation of report.
2. Organize of meetings for smooth conduction of academic.
3. Member coordinator will prepare report of the same also maintain MoM and all record.



Copy to: All above members

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*[Signature]*  
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Ref No. : SCSMCOE / 202 2 - 202 3 | 365-4

Date : 02 / 08 / 202 2

## Alumni Committee

Following Committee has been constituted for Alumni activities. The prime objective of this committee is to foster relations between the Alumni and the Institute and strengthen the bond between Alumni and current students.

Sr. No.	Designation	Name of the Member
1.	Chairperson	Dr. Y. R. Kharde ( <i>Principal</i> )
2.	Chief Coordinator	Mr. S. A. Jagtap ( <i>Assistant Professor, Civil Dept.</i> )
3.	Coordinator	Mr. G. S. Patil ( <i>Assistant Professor, Civil Dept.</i> )
4.	Coordinator	Smt. D. A. Ghanwat ( <i>Assistant Professor, E&amp;TC Dept.</i> )
5.	Coordinator	Mr. P. S. Kohakade ( <i>Assistant Professor, Comp Dept.</i> )
6.	Coordinator	Mr. G. B. Salunke ( <i>Assistant Professor, Mech Dept</i> )
7.	Member	Mr. Bhushan Pagar ( <i>Alumni Mech</i> )
8.	Member	Ms. Chetana Palve ( <i>Alumni Comp</i> )
9.	Member	Ms. Nisha Bhambare ( <i>Alumni E&amp;TC</i> )
10.	Member	Mr. Nitin Tandale ( <i>Alumni Civil</i> )

### Functions:

1. To organize various events such as Annual Alumni Meet, City Meets to keep the alumni in constant touch with the institute and also help them in networking amongst themselves.
2. To tracks and highlights the achievements and successes of alumni so as to provide impetus to the institute and its students.
3. To set-up and maintain a college website for alumni activities.

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Dr. Y. R. Kharde

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Date : 05 / 01 / 2023

## Anti-Ragging Committee

As per All India Council for Technical Education notified Regulation for prevention and prohibition of ragging in AICTE approved Technical Institutions vide No. 37-3/ Legal/ AICTE/ 2009 dated 01.07.2009. Anti-Ragging Committee has been constituted in the institution. Revised committee details are as follows,

### Objectives:

1. To prohibit, prevent and eliminate the scourge of ragging including any conduct by any student whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student, or indulging in rowdy or undisciplined activities by any student.
2. To monitor, direct and oversee the functions and performance of the Anti-Ragging Squads in prevention and curbing of ragging in the institution.

### Responsibilities:

1. To be vigilant at all hours all around the campus and other places vulnerable to incidents of, and having the potential of, ragging and shall be empowered to inspect such places.
2. To make surprise raids on hostels, and other places vulnerable to incidents and having the potential for ragging.
3. To conduct an on-the-spot enquiry into any incident of ragging referred to it by the faculty or student or parent or guardian, as the case may be: and the enquiry report along with recommendations shall be submitted to the Head of the Institution for action.
4. To ensure the display of posters on Institution and Department Notice Boards and other prominent designated places.
5. To offer services of counselling and create awareness to the students.



  
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**Anti-Ragging Committee Members:**

Sr. No.	Designation	Name of the Member	Contact No.
1	Chairperson	Dr. Y. R. Kharde ( <i>Principal</i> )	8668690892
2	Member	Mr. S. M. Palaskar ( <i>HoD, Civil Dept</i> )	9922955937
3	Member	Smt. Y. A. Sisodia ( <i>HoD, Comp Dept</i> )	8605474334
4	Member	Smt. S. M. Walke ( <i>HoD, E&amp;TC Dept</i> )	9765556280
5	Member	Mr. A. B. Kale ( <i>HoD, Mechanical Dept</i> )	9422083890
6	Member	Dr. Smt. M. K. Bhosale ( <i>HoD, Engg Sci</i> )	8668851155
7	Member	Smt. A. R. Mane ( <i>Asst. Professor</i> )	8446216205
8	Member	Mr. A. M. Handal ( <i>Physical Director</i> )	9767384502
9	Member	Mr. N. M. Budhwant ( <i>Office Superintendent</i> )	8983037710
10	Member Coordinator	Mr. R. V. Rajale ( <i>Asst. Professor</i> )	8149048212
11	Media Representative	Mr. Bhushan Deshmukh	-
12	NGO Representative	Mr. Ramakant Tamboli ( <i>Snehalay Sanstha</i> )	-
13	Local Person	Mr. M. M. Kandekar	-
14	Parent Representative	Mr. A. S. Gaikwad	-
15	Student Representative	Mr. Om Kale	-
16	Student Representative	Mr. Sanket Kadus	-

**Anti-Ragging Squad Members:**

Sr. No.	Designation	Name of the Member	Contact No.
1	Member	Mr. S. M. Palaskar ( <i>HoD, Civil Dept</i> )	9922955937
2	Member	Smt. Y. A. Sisodia ( <i>HoD, Comp Dept</i> )	8605474334
3	Member	Smt. S. M. Walke ( <i>HoD, E&amp;TC Dept</i> )	9765556280
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Copy to: All above members



*Y. R. Kharde*  
Dr. Y. R. Kharde  
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*Y. R. Kharde*  
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Ref No. : SCSMCOE / 2022 - 2023 / 365-9

Date : 02/08/2022

## Industry Institute Interaction Cell (III Cell)

Industry Institute Cell (III Cell) is established in the institution for enhancing the relationship between the Institution and Industry. The purpose of this cell is to identify the trends and expectations and prepare students for meeting the latest requirements by facilitating internships in leading architectural firms, Organize Seminars, Workshops, Expert Talks and other Training programmes by experts and practicing architects. The revised committee members are as follows,

Sr. No.	Designation	Name of the Member
1.	Chairperson	Dr. Y. R. Kharde ( <i>Principal</i> )
2.	Member	Mr. S. M. Palaskar ( <i>HoD, Civil Department</i> )
3.	Member	Smt. Y. A. Sisodia ( <i>HoD, Computer Department</i> )
4.	Member	Smt. S. M. Walke ( <i>TPO &amp; HoD E&amp;TC Dept</i> )
5.	Member	Mr. A. B. Kale ( <i>HoD, Mechanical Department</i> )
6.	Member	Dr. Smt. M. K. Bhosale ( <i>HoD, Engineering Science</i> )
7.	Member	Mr. R. V. Rajale ( <i>Asst Professor, Mech Dept</i> )
8.	Member	Smt. A. A. Adsure ( <i>Asst Professor, Comp Dept</i> )
9.	Member	Smt. S. S. Pagare ( <i>Asst Professor, Civil Dept</i> )
10.	Member	Smt. S. R. Gore ( <i>Asst Professor, Mechanical Dept</i> )
11.	Member Coordinator	Smt. A. R. Mane ( <i>Asst Professor, E&amp;TC Dept</i> )

Copy to: All above members



Dr. Y. R. Kharde

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Ref No. : SCSMCOE / 2022 - 2023 / 365-10

Date : 02/08/2022

## Library Committee

The library committee of our college is revised and the details of the committee members are as follows;

Sr. No.	Designation	Name of the Member
1	Chairperson	Dr. Y. R. Kharde ( <i>Principal</i> )
2	Coordinator	Smt. S. P. Suroshi ( <i>Librarian</i> )
3	Member	Mr. S. M. Palaskar ( <i>HoD, Civil Department</i> )
4	Member	Smt. Y. A. Sisodia ( <i>HoD, Computer Department</i> )
5	Member	Smt. S. M. Walke ( <i>HoD, E&amp;TC Department</i> )
6	Member	Mr. A. B. Kale ( <i>HoD, Mechanical Department</i> )
7	Member	Dr. (Smt.) M. K. Bhosale ( <i>HoD, Engineering Science</i> )
8	Member	Rakte Nikhil ( <i>Student Representative</i> )
9	Member	Pund Sakshi ( <i>Student Representative</i> )

### Functions of Library Committee –

1. To guide the Librarian in formulating general library policies and regulations which govern the functions of the library.
2. To work towards modernization and improvement of Library and documentation Services.
3. To formulate policies and procedures for efficient use of Library resources.
4. To review Library readership department wise.
5. To adopt measures to enhance readership
6. To prepare budget and proposals for the development of the library.
7. To submit the annual report on the functioning of the library
8. To take measures to increase the membership of the library beyond the boundaries of the College.

Copy to: All above members

Dr. Y. R. Kharde

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Ref No. : SCSMCOE / 2022 - 2023 / 365-14

Date : 02/08/2022

## RESEARCH AND DEVELOPMENT CELL

Research & Development Cell is set up for managing R&D related activities. The R&D committee consists of following members;

Sr. No.	Designation	Name of the Member
1.	Chairperson	Dr. Y. R. Kharde ( <i>Principal</i> )
2.	Member	Mr. S. M. Palaskar ( <i>HoD, Civil Department</i> )
3.	Member	Smt. Y. A. Sisodia ( <i>HoD, Computer Department</i> )
4.	Member	Smt. V. V. Yewale ( <i>Asst Professor, Civil Dept</i> )
5.	Member	Mr. S. R. Gore ( <i>Asst Professor, Mech Dept</i> )
6.	Member Coordinator	Mr. A. K. Kulkarni ( <i>Asst Professor, E&amp;TC Dept</i> )

### Roles and Responsibilities of R&D Committee

1. Committee should motivate the faculty and students to create awareness and promote for publication, expert talks and patents.
2. Maintain the record of Research and Development activities.
3. Contribute to improve resource utilization.
4. Motivate faculty to write effective research proposals for funding agencies.
5. Motivate faculty to organize and attend conference/STTP/workshops/ Seminars/Training/ FDP for faculty.
6. Contribute for development of Research and Development Lab.
7. Motivate Students for Research Activity, Project Presentations and Project Competitions.
8. Encourage Students to execute Multidisciplinary Projects.
9. Maintain close ties with industry and international collaboration for projects.

Copy to: All above members



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Ref No. : SCISMCOE / 2022 - 2023 | 365-16

Date : 02/08/2022

## Training and Placement Committee (T&P)

In order to perform training and placement activities in the college a Training and Placement Cell is already established in the campus. The members of the revised Training and Placement Committee are as follows;

Sr. No.	Name	Designation
1.	Dr. Y. R. Kharde	Chairperson
2.	Smt. S. M. Walke	Training and Placement Officer
3.	Mr. G. S. Patil	Departmental Coordinator (Civil)
4.	Smt. A. A. Adsure	Departmental Coordinator (Comp)
5.	Smt. A. R. Mane	Departmental Coordinator (E&TC)
6.	Mr. G. B. Salunke	Departmental Coordinator (Mech)

### Role and Responsibilities of the Committee members:

The career development process includes self-awareness, career exploration and job placement. In order to realize this process, the Training and Placement Office will perform following activities;

1. Arrangement of in-plant training/ Internship for pre-final year students
2. In order to understand the working of Corporate Sector, the T & P Cell should plan and executes visits of pre-final/ final year students to different Industries/ Organisations
3. To provide guidance for Higher Studies in India or Abroad.
4. Organization of Campus Placement drives / Career Fairs.
5. Provide career counselling opportunities to the students.
6. Training and Placement Officer should maintain the record of all placement activities.
7. TPO should prepare activity calendar for Training and Placement.

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Dr. Y. R. Kharde  
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Copy to: All HoD &amp; above members



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Ref No. : SCSSMCOE / 202 2 - 202 3 / 365-12

Date : 02 / 08 / 202 2

## National Service Scheme Committee

The institution has started NSS unit from academic year 2015-16. The NSS Program is based on the principles of participative action, self-sufficient and self-disciplined way of life. From the current academic year i.e. 2022-23 we are revising a NSS Committee. The role of NSS Committee is to provide platform for discussion and evaluating NSS program by the functionaries associated with NSS. NSS committee should motivate students to participate in social activities. Also, all important subjects related to the development of the NSS program is guided by this committee.

As per the guidelines of NSS unit of SPPU following is the details of revise NSS Committee:

Sr. No.	Designation	Name of the Member
1.	Chairperson	Dr. Y. R. Kharde ( <i>Principal</i> )
2.	NSS Coordinator/ Program Officer	Mr. G. S. Patil ( <i>Civil Department</i> )
3.	Member	Smt. S. S. Nimase ( <i>Computer Department</i> )
4.	Member	Mr. M. D. Mandhre ( <i>Mechanical Department</i> )
5.	Member	Mr. A. K. Kulkarni ( <i>E&amp;TC Department</i> )

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# Shri Chhatrapati Shivaji Maharaj College of Engineering, Nepti, Ahmednagar

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University ID - PU/PN/Engg. 121/2011

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Approved by AICTE New Delhi, Govt. of Maharashtra &amp; Recognised by DTE Mumbai &amp; Affiliated to Savitribai Phule Pune University

Ref No. : SCISMCOE / 2022 - 2023 / 365-7

Date : 02 / 08 / 2022

## Fire and Safety Committee

The goal of the Fire and Safety Committee is to provide a safe environment in college facilities through fire prevention and fire protection systems. The details of revised Fire and Safety Committee member are as follows;

Sr. No.	Name of the Staff	Designation
1.	Dr. Y. R. Kharde ( <i>Principal</i> )	Chairperson
2.	Mr. S. A. Jagtap ( <i>Asst. Prof. Civil Dept</i> )	Member Coordinator
3.	Smt. P. S. Kohakade ( <i>Asst. Prof. Comp Dept</i> )	Member
4.	Smt. M. A. Thombare ( <i>Asst. Prof. Mech Dept</i> )	Member
5.	Smt. S. G. Kadus ( <i>Asst. Prof. E&amp;TC Dept</i> )	Member
6.	Mr. B. R. Zaware ( <i>Workshop</i> )	Member
7.	Mr. Y. M. Holkar ( <i>Technical Assistant</i> )	Member

### **Duties and responsibilities:**


1. Review all fire safety policies and procedures established.
2. Review incidents involving work-related fatalities, injuries, illnesses or near misses related to fire hazards.
3. Review students complaints regarding safety and health hazards related to fire hazards management.
4. Conduct periodic fire audit of the college.
5. Conduct meetings at least once every semester. Maintain written minutes of such meeting and send copy to each committee member.



*Kharde*  
PRINCIPAL

Shri. Chhatrapati Shivaji Maharaj College  
of Engineering, Nepti, Ahmednagar

6. Review safety and health policies and procedures established by the agency pertaining to laboratory and chemical safety.
7. Review incidents involving work-related fatalities, injuries, illnesses or near misses related to laboratory and chemical safety.



Dr. Y. R. Kharde  
PRINCIPAL

Shri. Chhatrapati Shivaji Maharaj College of  
Engineering, Nepti, Ahmednagar





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Date : 02/08/2022

## OBC Cell

As per the requirements of AICTE regarding formation of OBC Committee/Cell at our institution OBC Committee /Cell is constituted. The members of the committee are as follows;

Sr. No.	Name	Designation	Duties to be performed
01	Dr. Y. R. Kharde	Principal	Chairperson
02	Smt. A. K. Khetmalis	Assistant Professor	Member Coordinator
03	Mr. A. B. Kale	Assistant Professor	Member
04	Mr. S. A. Jagtap	Assistant Professor	Member
05	Kharpude Shweta	Student	Member

### Role and Responsibilities of the Committee members:

1. The OBC Committee/Cell will monitor and endeavor to resolve issues / grievances relating to OBC students and staff at the Institution level.
2. The complaint if any will be forwarded to the said committee/ cell.
3. The said committee/cell will look into the complaint and call the concerned complainant personally for hearing the grievance.
4. The coordinator will forward their report in the sealed envelope to the Principal within one week from the date of the receipt of complaint.
5. Coordinator will prepare and maintain the record of work as per the guidelines.

*[Signature]*  
Dr. Y. R. Kharde  
PRINCIPAL

Shri. Chhatrapati Shivaji Maharaj College of  
Engineering, Nepti, Ahmednagar

Copy to: All HoD &amp; above members



*[Signature]*  
PRINCIPAL  
Shri. Chhatrapati Shivaji Maharaj College  
of Engineering, Nepti, Ahmednagar