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'B' Re-accredited by NAAC (2015)

Jayprakash Education Society's



Dr. Babasaheb Ambedkar Mahavidalaya

Barrister Tatyasaheb Mane Vidyanagar, Peth Vadgaon-416112

Dist: Kolhapur (Maharashtra) Ph.Office: 0230-2471086

(Affiliated to Shivaji University, Kolhapur)

Principal: Prof. J. C. Ghatage

M.A., SET

Mob.9823303626

Chairman: Nanasaheb Mane

B.A., LLB., Ex.MLA

Ref.: J/BAC/2021 -2022/

Date:

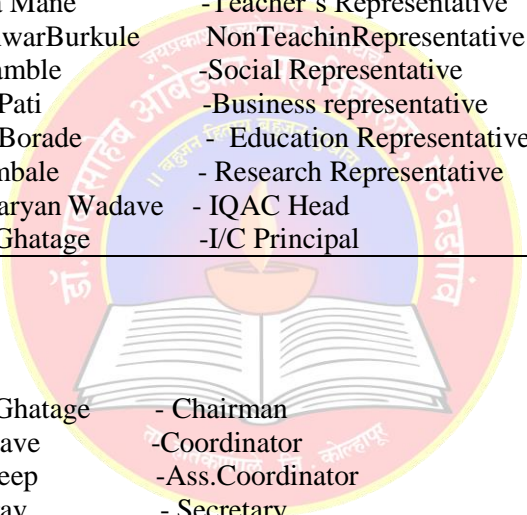
6.1.2

The effective leadership is visible in various institutional practices such as decentralization and participative management.



Dr. Babasaheb Ambedkar Mahavidyalaya, Peth Vadgaon

Internal Quality Assurance Cell (IQAC) ADMINISTRATIVE AND ACADEMIC COLLEGE COMMITTEES


Sr. No.	Name of Committee	Committee	Functions of Committee
1	College Development Committee	<ul style="list-style-type: none"> Adv. Nanasahab Mane -Management Chairman Mr. Shridhar Shankar Patil -Management Secretary Dr. Santosh Kamble -Nominated HOD Dr. Sarjerao Padmakar -Teacher's Representative Miss Pramila Mane -Teacher's Representative Mr. DnyaneshwarBurkule NonTeachinRepresentative Mr. DipakKamble -Social Representative Mr. BaburaoPati -Business representative Mr. Mahesh Borade - Education Representative Dr. Rajan Kmbale - Research Representative Prof. Sheshnaryan Wadave - IQAC Head Prof. Jayant Ghatage -I/C Principal 	<ul style="list-style-type: none"> The CDC shall meet at least twice a year. To approve the budgetary provision for the development of College. To endorse the recommendation made by Internal Quality Assurance Cell (IQAC). Prepare an overall inclusive development plan of the college concerning academic, administrative and infrastructural growth, and facilitate College to promote excellence in curricular, co-curricular and extra- curricular activities.
2	Internal Quality Assurance Cell (IQAC)	 <ul style="list-style-type: none"> Prof. Jayant Ghatage - Chairman Mr.S.S. Wadave -Coordinator Dr.R.R.Kuldeep -Ass.Coordinator Mr.A.A..Gurav - Secretary S.A.Kumbhar -Clerk R.L.kamble -Peon 	<ul style="list-style-type: none"> Development and application of quality benchmarks/parameters for various academic and administrative activities of an institution Dissemination of information on various quality parameters of higher education Organization of workshops, seminars on quality related themes and promotion of quality circles Documentation of the various programmes / activities leading to quality improvement Acting as a nodal agency of the institution for quality- related activities Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the quality parameters. To prepare for the NAAC assessment and accreditation

3.	Admission committee	<ul style="list-style-type: none"> Dr. Sarjerao Padmakar -Coordinator Miss S.S.Amrutsagar -Member Mr. D. S.. Kshirsagar -Member Dr.S.B. kamble. -Member Miss.S.A.Desai -Member Mr.S.A.Kumbhar -Member 	<ul style="list-style-type: none"> To oversee screening of students seeking admission in College. Distribute brochures, handouts and display posters depicting salient features of college. To consider and adopt all efforts to attract students, such as- Printing of brochures, handouts, Advertisements, Banners, written appeals etc.
4.	Institutional Academic Calendar committee	<ul style="list-style-type: none"> Mr.S.S.Wadave -Coordinator 	<ul style="list-style-type: none"> Academic Calendar Committee will prepare the annual academic calendar of the college.
5.	Time- table Committee	<ul style="list-style-type: none"> Dr. Sarjerao Padmakar -Coordinator MissS.S.Amrutsagar -Member Miss.S.A.Desai -Member Mr.A.D.Attar -Member 	<ul style="list-style-type: none"> The Committee shall plan, and prepare time tables for regular classes; practical's and shall see to it that all departments are allocated equal number of classes during the academic session/semester.
6	Examination committee	<ul style="list-style-type: none"> Mr.D.S.. Kshirsagar - Coordinator Dr.R.P.Mane -Member 	<ul style="list-style-type: none"> To make all essential arrangements to conduct internal and university examinations. To carry out all examinations, publish results within time and award degree certificates (Provided by the University and Institute) to the students. To conduct all examination according to rule and regulation lay down by Shivaji University Kolhapur. To maintain transparency and accountability in examinations.
7	Research committee	<ul style="list-style-type: none"> Dr. SarjeraoPadmakar -Coordinator Dr.R.R.Kuldeep - Member Dr.J.S.Kartik - Member Miss S.S. Amrutsagar - Member 	<ul style="list-style-type: none"> To promote research attitude among the students. To promote faculty to apply for major and minor research projects for various funding agencies. To acquire skills of research, develop leadership as well as involve social activities for the benefit of mankind. To promote consultancy, establish link ages and MoU's
8	Maintenance Committee	<ul style="list-style-type: none"> Miss P.S.Mane -Coordinator Mr.S.B.Kamble - Member Mr.A.A.Gurav - Member Mr.S.A.kumbhar -Member 	<ul style="list-style-type: none"> The Committee will hold meetings as required with set procedures and agenda. To implement the campus master plan and landscape master plan by guiding and coordinating external Architectural, landscape and infrastructure projects on College campuses in accordance with the planning and design goals of the college. To coordinate the overall external physical land landscape activities with the academic and supplementary units.

9.	Library committee	<ul style="list-style-type: none"> Prof.J.C.Ghatage -Chairman Prof.S.S.Amrutsagar -Member Prof.R.S.Shinde -Member Prof.S.R.Kamble -Member Mr.D.D.Burkule -Member Prof.A.A.Gurav -Secretary Suyash Patil; - Student Representative 	<ul style="list-style-type: none"> To administer, organize and maintain the Library, print as well as electronic material and related services of the college. To provide the approach and operational plan for modernization and improvement of Library and documentation services. To prepare the annual budget and proposal for development of Library. To look after general maintenance of the library in terms of reading material land infrastructure. To involve in fostering the reading habit of staff and students. To prepare the agenda and minutes of the meetings
10.	Purchase committee	<ul style="list-style-type: none"> Miss P.S.Mane -Coordinator Dr.R.P.Mane -Member Dr.R.R.Kuldeep -Member Dr.S.B.Kamble - Member 	<ul style="list-style-type: none"> To deal with all matters pertaining to purchases of the college. To make necessary procurement when the need arise. To provide the necessary expertise , advice, information with regard to the best quality of material available in the market, supplier's capability and performance etc. To acquire materials economically at a cost reliable with the quality and service required and all purchases may be attempted at the lowest
11.	Grievance Redressal Cell	<ul style="list-style-type: none"> Mr.S.B..Kamble -Coordinator Mr.A.A.Gurav -Member Miss S.S.Amrutsagar -Member Dr.S.B.Kamble - Member 	The Committee shall decide on disciplinary matters pertaining to Students and Staff. Set mechanism for prevention of ragging of students of the college
12.	Discipline Committee	<ul style="list-style-type: none"> Mr.MuleAnupShivaji -Coordinator Dr.R.P.mane -Member Dr.J.S.kartik -Member Dr.S.B.Kamble -Member Miss S. A..Desai -Member Miss T.S.kumbhar - Member Mr.N.G.Kamble - Member 	<ul style="list-style-type: none"> The Committee shall assure that discipline is adhered in the College by the Students. The Committee shall lay down the College rules and regulations to be followed by the College Community and shall enforce the same.
13.	Magazine & publication	<ul style="list-style-type: none"> Dr S.V..Padmakar -Coordinator Miss S,S.Amrutsagar -Member Mr.S.S.Wadave -Member 	<ul style="list-style-type: none"> To raise resources for publication of the magazine "Prakash" To receive the articles, reports, poems from the students as well as staff and edit the same. To make sure before the publication that not a single report, article is not plagiarized. To get the magazine printed by end of April and distribute the same to students and staff.

14.	Staff Academy	<ul style="list-style-type: none"> Mr.S.T.Kumbhar -Coordinator Dr.J.S.kartik -Member Dr. A.D.Attar -Member Mr.K.A.Kamble -Member 	<ul style="list-style-type: none"> To organize the expert lectures regarding professional development to the teachers and non-teaching staff. To prepare annual schedule of lectures. To make documentation of Staff Academy
15	N.S.S.	<ul style="list-style-type: none"> Mr.A.A.Gurav -Program Officer Miss S.S.Amrutsagar - Asst. Program Officer Mr.T.S. kumbhar - Member Mr.S.M.Bramhande -Member Mr..A.D.Attar - Member R.L.kamble - Peon 	<ul style="list-style-type: none"> College NSS unit shall function according to the specified Guidelines lay down by the NSS Department of Shivaji University, Kolhapur. To arrange discussions and workshops of group of students on a regular basis on issues of social importance, ethical relevance and moral values. To arrange social service groups and outdoor filed activities. To support and involve students in social service activities.
16	N.C.C.	<ul style="list-style-type: none"> Dr.R.P. Mane - Coordinator Dr.R.R.Kuldeep - Member Mr.D.D.Burkule Clerk 	<ul style="list-style-type: none"> To develop qualities of character, courage, comradeship, discipline, leadership, secular outlook, spirit of adventure and sportsmanship. To fill the ideals of selfless service among the youth to make them useful citizen. To participate the students in various extension activities. To arrange different training camps and adventurous activity camps all over India for NCC cadets.
17	Competitive examination	<ul style="list-style-type: none"> Mr.A.A.Gurav - Coordinator Mr.A.D.Attar - Member Miss S.A.Desai -Member Dr.S.A.Tawandkar - Member 	<ul style="list-style-type: none"> To provide the special training or coaching for competitive examinations to students such as- MPSC/ UPSC. To organize the expert lectures on competitive examination to students.
18	Gymkhana committee	<ul style="list-style-type: none"> Mr.Mule Anup Shivaj - Coordinator Mr.D.S. Kshirsagar -Member Mr.S.T.Kumbhar -Member 	<ul style="list-style-type: none"> To finalize the schedule of events for the every academic year in advance in consultation with the Students Sports Committee. To maintain records of sports events attended by students outside the college, within the University and outside. To promote a spirit of healthy competition and cultivate excellence in various domains of sports. To take charge as the custodian of all Sports item under the possession of the college and accordingly to maintain an inventory for the same.
19	Cultural Committee	<ul style="list-style-type: none"> Dr. Sarjerao Padmakar -Coordinator Miss s.S.Amrutsagar -Member Mr.A.D.Pawar - Member Miss S.A.Desai -Member 	<ul style="list-style-type: none"> To plan and schedule cultural events for the academic year. (Tentative dates to be included in the academic calendar of the institute) by delegating various tasks. The Cultural Committee shall be responsible for all intra and inter collegiate cultural events in the College. To do the necessary procedure to organize cultural events.

			<ul style="list-style-type: none"> To communicate about various festivals and events to be celebrated in the college and give a wide publicity. To arrange events for staff and students in coordination with Students Cultural Committee".
20	Standing Committee	<ul style="list-style-type: none"> Miss s.S.Amrutsagar - Coordinator Mr.S.D.Kamble -Member Mr.S.A.Kumbhar -Member 	<ul style="list-style-type: none"> To create and maintain safe, healthy and supportive environment for SC / ST staff and Students in the campus. To address the issues of staff and students, belonging to schedule caste / schedule tribes in the institute and to prevent atrocities against them. To organize the various programmes for welfare of SC/ST students. To provides various welfare schemes for SC/ST.
21	Alumni association	<ul style="list-style-type: none"> Mr.A.A.Gurav -Coordinator Dr.R.P.Mane -Member Mr.A.D.Attar -Member Dr.J.S.Kartik - Member Mr.R.N.bhaskar -Member 	<ul style="list-style-type: none"> To maintain an up-to-date and detailed database of the alumni. To highlight the success of alumni to improve the credibility and reputation of college. To Promote the interests and welfare of alumni association. To plan on bringing together the former students and make efforts to contribute to the college on various aspects. To conduct the Alumni meet. To involve the Alumni for overall development of the college.
22	Placement Cell	<ul style="list-style-type: none"> Dr..R.R.Kuldeep -Coordinator Miss T.S.Kumbhar -Member Miss S.A.Desai -Member 	<ul style="list-style-type: none"> To arrange Campus interview for students. To organize the seminar/workshop regarding placement and career opportunities. To help the students job and career elated issues.
23	Website Committee	<ul style="list-style-type: none"> Dr. R .P. Mane -Coordinator Mr.S.S.Wadave -Member Dr.S .A.Desai -Member 	<ul style="list-style-type: none"> To collect information about the latest events and achievements and get it posted on college website in write ups and pictures. To upload and update the data required for NAAC point of view. To update all communications, notices, announcements, etc on a regular basis. To make improvement in the website with respect to design on a continuous basis.
24	Lead College Committee	<ul style="list-style-type: none"> Mr. D.S.Kshirsagar -Coordinator Mr.N.G.Kamble -Member Mr. R. M. Shinde -Member 	<ul style="list-style-type: none"> To collect and update all sorts of information regarding Higher Education. Collective Organization of Academic Activities Help Faculty Development

25	Women Development Cell	<ul style="list-style-type: none"> Miss S. S. Amrutsagar -Coordinator Miss S .A. Desai -Member Dr.S.S.Tawandkar -Member 	<ul style="list-style-type: none"> To build a gender sensitive campus. To prevent sexual harassment at workplace (colleges and university campuses) and to promote general wellbeing of female students teaching and non-teaching women staff on the university and colleges To undertake the awareness programmes on gender sensitization, women rights and women empowerment in university campuses and colleges.
26	Social science association	<ul style="list-style-type: none"> Dr.S.B.Kamble - Coordinator Mr.A.D.Attar -Member Mr.S.M.Brahamande -Member Mr.A.D.Pawar -Member 	<ul style="list-style-type: none"> To make student social oriented To make student Ideal citizen To develop a sense of Social Responsibility To orient student about the competitive examination To sensitize student about social problems and issues and to help them to solve the problems
27	Mentor- Mentee Commiteee	 <ul style="list-style-type: none"> Miss S.S.Amrutsagar -Coordinator Mr.R.N.Bhaskar -Member Miss T.S.Kumbhar -Member Miss S, A. Desai 	<ul style="list-style-type: none"> To provide support and guidance on teaching, research, the mentoring of students. To support the professional advancement of the mentees by relaying experiences and knowledge of mentors in the key performance areas of teaching, research and support service. To address psychosocial issues of the mentees for in time remedy and to avoid things deteriorate further. To improve the study environment by improving relationships between teachers and their students and make the teaching more effective.
28.	Add on Certificate Programme Committee	<ul style="list-style-type: none"> Prof D.S. Kshirsagar -Coordinator Prof S.M.Brahamande -Member Dr.J.S.Kartik -Member Mrs.T.S.Kumbhar -Member 	<ul style="list-style-type: none"> enhancing and enriching the students learning experience To bring about a more holistic approach to learning To cultivate and develop the necessary skills for various vocations and careers. cater to the various academic and vocational needs of the students.
29.	Student Development Cell	<ul style="list-style-type: none"> Dr.R.P.Mane -Coordinator Mr.Sagar kumbhar -Member Dr.R.R.Kuldeep - Member 	<ul style="list-style-type: none"> To identify the potential of each student and to facilitate them in achieving their academic goals through various clubs.
30.	Distance Education	<ul style="list-style-type: none"> Dr.R.P.Mane -Coordinator Dr.S.B.Kamble -Member Mr.R.M.Shinde -Member 	<ul style="list-style-type: none"> To provide an effective alternative path to wider opportunities in education and especially in higher education: To provide an efficient and less expensive education To provide opportunities of academic pursuits to educated citizens willing to improve their standard of knowledge

31	Continue Internal Evaluation	<ul style="list-style-type: none"> Mr.D.D.Kshirsagar -Coordinator Miss S.A.Desai - Member Mr.N.G.kamble - Member Mr.R.L.Kamble -Member 	<ul style="list-style-type: none"> Encourages the students to progress continuously in the semester leading to thorough understanding of the course. . Allows teachers to evaluate the performance of their students in accordance with the course objectives. . Enhances the students' abilities and skills such as creative and critical thinking, working in a team, communication skill, leadership abilities, etc. Distributes course work throughout the semester reducing stress on the students.
32	Wallpaper Committee	<ul style="list-style-type: none"> Miss S.S.Amrutsagar -Coordinator Miss S.T. Kumbhar -Member Dr.S.A.Tawandkar -Member 	<ul style="list-style-type: none"> To contribute to the over-all personality development of the students by promoting artistic skills in them. To provide guidance and platform to the students with a aptitude for creative thinking. To give an exposure to the students' attempts in photography, sketching, drawing and composing To give wide publicity amongst the students of publication of students articles, poems and creative arts in the wallpaper To publish minimum two wallpapers by different departments To encourage the students for participation and felicitation of successful participants




Principal,
 Dr. Babasaheb Ambedkar Mahavidyalaya
 Peth Vadgaon, Dist. Kolhapur, Maharashtra





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Dr Babasaheb Ambedkar Mahavidyalaya,

Barrister Tatyasaheb Mane Vidyanagar, Peth Vadgaon-416112

Campus Calendar : 2020-21

First Semester

Month	Activities
June	<ul style="list-style-type: none"> • Prepare Departmental Result • Prepare Annual Teaching Plan • Prepare Annual Activities Plan • Prepare Time Table • Admission Process • Formation of Committees • Workload Distribution • Beginning of First Term Staff Meeting • New Voter Registration Campaign [Poli. Sci.] • National Reading Day (Eng)
July	<ul style="list-style-type: none"> • Fresher Welcome • Tree Plantation • Prepare Google Classroom • IQAC Meeting • HOD Meeting • Departmental Meeting • Mentor- Mentee Meeting • Prepare WhatsApp Group • Shahu Birth Anniversary [Hist.]
August	<ul style="list-style-type: none"> • Independence Day • Entry Level Test • Midterm Exam • Group Discussion [Mar] • Inauguration [Commerce] • August Kranti Din [Hist.] • Formation of Students' Council • Allotment of New Mentor-Mentee • Organize Guest Lecture [Mar, Eng, Eco, Poli. Sci.]
September	<ul style="list-style-type: none"> • Organize Workshop/Seminar/Conference • Teachers' Day • NSS Day • Wall Paper Presentation [Com.] • Book Talk & Literacy Day (Eng) • Organize Guest Lecture [Mar, Eng, Poli. Sci.]
October	<ul style="list-style-type: none"> • Poster Exhibition [Mar, Eng, Eco, Poli. Sci.] • First Term End Staff Meeting • Organize Students Seminar/ Assignment • Internal Marks • Mentor-Mentee Meeting • Participation of Students in Gram Sabah [Poli. Sci.] • Dictionary Day (Eng) • Departmental Meeting • Celebration of Gandhi Birth Anniversary
November	<ul style="list-style-type: none"> • University Exam & Cap work • Constitution Day [Poli. Sci.] • Beginning of Second Term Staff Meeting • Workshop on Basics of Tally [Com.]

IQAC Coordinator



Principal



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Barrister Tatyasaheb Mane Vidyanagar, Poch Vadgaon-416112

Campus Calendar : 2020-21

Second Semester

Month	Activities
December	<ul style="list-style-type: none"> • University Exam • IQAC Meeting • Departmental Meeting • Mentor- Mentee Meeting • Study Tour/ Industrial Visit • IOD Meeting • CET Exam Guidelines [BCA] • Documentary Presentation [Com] • Mahaparinirvan Din of Dr. B. R. Ambedkar • Human Rights Day [Eco, Poli] • Celebration of Consumer Day [Com, Eco]
January	<ul style="list-style-type: none"> • Republic Day [Programme] • Organize Workshop / Seminar / Conference • Marathi Bhasha Day [Mar] • Alumni Meeting • NSS Special Camp • Organize Guest Lectures [Mar, Eng, Eco, Poli] • Sports Exam • National Voters Day [Poli, Sci] • Traditional Day • Cultural Activities • Sports Activities • Commencement of Term Work for the Sem. • Birth Anniversary of Savitribai Phule, Swami Vivekanand, [Hist] • A Memorial Day of Barrister Tatyasaheb Mane
February	<ul style="list-style-type: none"> • Midterm Exam • Organize Guest Lecture [Mar, Eng, Com] • Parents Meeting • Interview Technique [BCA] • Interview of The Leader & Administrator [Poli, Sci, Eco] • Interview [Literary Personality, Poet, Dramatist etc. Eng] • Rajyasabha Day [Poli, Sci] • Students Satisfaction Survey [SSS] • Birth Anniversary of Chhatrapati Shivaji [Hist]
March	<ul style="list-style-type: none"> • Project • Internal Marks • Farewell Function • Departmental Meeting • IQAC Meeting • Mentoring Meeting • Take Feedback About Department • World Theatre Day [Eng] • International Womens' Day • University Exam
April	<ul style="list-style-type: none"> • Submit Departmental Profile to IQAC • English Language Day • Celebration of Dr. B. R. Ambedkar Birth Anniversary • Term End Staff Meeting • University Exam & CAP Work
May	<ul style="list-style-type: none"> • University Exam & CAP Work • Library Stock Taking • Infrastructure Development

IQAC Coordinator



Principal