

Shri Gajanan Maharaj Shikshan Prasarak Mandal's,
SHARADCHANDRA PAWAR COLLEGE OF PHARMACY,
DUMBERWADI (OTUR), PUNE- 412409

All the staff members are assigned the duties as under. Each and every staff member will remain answerable in respect of the duties assigned to them. A periodical review will be taken by the undersigned in a meeting with every committee. The concerned committees are required to maintain a minute book and should conduct monthly meetings for planning and review of the work done and report the same to the undersigned.

Steering Committee Members (A. Y. 2017-18)

Sr. No.	Particulars	Name of Staff
1	Academics U.G	Mr. Harer S. L. –Incharge
2.	IQAC (Internal Quality Assessment Cell)	Dr. Dama G. Y. – Chairman Mr. Harer S.L. –Incharge Mr. Bidkar j. S. – Member Mr. Wakale V. S. – Member
3	Examination Committee	Dr. Dama G. Y. – Chairman Mr. Bidkar J. S. –Incharge Mr. Harer S. L. – Member Ms. Bidkar S. J – Member Mr. Devhadrao N. V. –Member Mrs. Harer P. S. –Member
4	Library	Mr. Wakale V. S. –Incharge Ms. Chiwadshetti N. S. –Member Mr. Sherikar A. K. –Member
5	Women's Grievance Redressal Cell	Mrs. Bidkar S. J.–Incharge Ms. Gaikwad A. V. – Member Mrs. Harer P. S. –Member
6	Anti-Ragging	Mrs. Bidkar S. J.–Incharge Mr. Harer S. L. –Member Mrs. Gaikwad A. V. – Member
	Students Grievance Redressal Cell	Mrs. Bidkar S. J.–Incharge
7	Research & Development Cell	Mr. Harer S. L. –Incharge Mr. Tare H. L. –Member Mr. Mahajan K. C.–Member Dr. Ghule S. D. –Member Mrs. Bidkar S. J. –Member
8	Institutional News & Website Maintenance	Mr. Tare H. L. –Incharge Mr. Palliwal S. B. –Member Mr. Harer S. L. –Member Mr. Devhadrao N. V. –Member
9	Students Mentoring	Mrs. Harer P. S. –Incharge Mrs. Chiwadshetti N. S.–Member Mrs. Gaikawad A. V. –Member
10	Extra-Curricular Activities	Mrs. Bidkar S. J.–Incharge

11	Co-Curricular Activities	Mr. Wakale V. S.–Incharge Mr. Pulate C. P. –Member Mr. Mahajan K. C. –Member Mr. Devhadrao N. V–Member
12	Central Store	Mr. Devhadrao N. V. –Incharge Mrs. Chiwadshetti N. S.–Member Mrs. Gaikawad A. V.–Member
13	Tutorial & Remedial Classes	Mrs. Gaikawad A. V.– Incharge Ms. Harer P. S. – Member
14	Notice Board Maintenance	Mrs. Gaikawad A. V. – Incharge Mr. Pulate C. P. –Member
15	In-House Keeping & Maintenance (Floor/Wing wise)	<u>Ground Floor</u> New Wing– Mrs. Gaikawad A. V Old Wing– Mr. Wakale V. S
		<u>1st Floor</u> New Wing: Mr. Pulate C. P. Old Wing: Mr. Devhadrao N. V.
		<u>2nd Floor</u> New Wing: Dr. Ghule S. D. Old Wing: Mr. Tare H. L.
16	Institutional Magazine & Informational Brochure	Dr. Ghule S. D. – Incharge Mr. Devhadrao N. V. –Member Ms. Bidkar S. J. –Member
17	NSS Committee	Mr. Devhadrao N. V.– Incharge Mr. Bidkar J. S. – Member Dr. Ghule S. D. –Member
18	Hands On Training	Mr. Bidkar J. S – Incharge Mr. Harer S. L. –Member Dr. Ghule S. D. –Member Mr. Tare H. L. –Member Mr. Sherikar A. K. –Member
19	Faculty Feedback Committee (by Students) Institutional Feedback (by Stakeholders like students, faculty, parents, guests)	Dr. Dama G. Y. – Incharge Ms. Harer P. S. – Member Mr. Harer S. L. – Member
	Institutional Feedback (by Stakeholders like students, faculty, parents, guests)	Dr. Dama G. Y. – Incharge Mr. Harer S. L. – Member Mrs. Bidkar S. J. –Member
20	Academic Research Co-ordinator (ARC) BCUD, AICTE, PCI	Mr. Harer S.L.
21	HOD: Pharmaceutics	Mrs. Bidkar S. J.
	HOD: Pharmaceutical Chemistry	Mr. Harer S.L.
	HOD: Pharmacology	Mr. Sherikar A. K
	HOD: Pharmacognosy	Mr. Bidkar J. S.
22	Environmental Science (Project Co-ordinator)	Mrs. Gaikawad A. V.
23	Class Incharge: First Year B. Pharm.	Mrs. Gaikawad A. V.
	Class Incharge: S. Y. B. Pharm.	Mrs. Chiwadshetti N. S.

24	Class Incharge: T. Y. Pharm.	Mr. Wakale V. S
25	Class Incharge: Final Year B. Pharm.	Mr. Harer S. L.
26	Animal House and IAEC	Mr. Sherikar A. K.-Incharge Dr. Ghule S. D.-Member Mr. Harer S. L.-Member
27	Medicinal Plant Garden	Mr. Bidkar J. S. -Member
28	Performance Appraisal Committee	Dr. Dama G. Y.
29	Training And Placement Cell	Mr. Harer S. L. -Incharge
30	Purchase Committee	Dr. Dama G. Y. –Incharge Mr. Paliwal S. B. – Member Mr. Devhadrao N. V. Member

Principal

Dr. G. Y. Dama