

GHARDA FOUNDATION'S GHARDA INSTITUTE OF TECHNOLOGY

A/P: LAHEL, TAL. KHED, DIST. RATNAGIRI, PIN : 415 708

(Approved by AICTE New Delhi, DTE, M.S. and affiliated to University of Mumbai)

COM. NO.19/A.Y.2022-2023

2nd August 2022

CIRCULAR

The **College Development Committee** is reconstituted as specified in Section 97 of the Maharashtra Public University Act 2016 and will continue till the end of the Academic year 2022-2023. The members of the committee are as follows:

Sr. No.	Name of the Member	Designation	Phone No
1	Mr Nilesh Kulkarni	Chairperson of Management	9820144703
2	Mr. Satish Shenoy	Management representative	9820093158
3	Dr. B. A. Danawade	Department of head	9822730639
4	Prof. V M Swami / Prof. S.D Ayare	Three teachers in the college or recognized institution, elected by the full-time amongst themselves out of whom at least one shall be women	9922940076 / 9405732206
5	Prof. S.S. Patil		9552700888
6	Prof. (Mrs.) K. M. Gajmal		9850691868
7	Mr. Amol Salunkhe		9405595075
8	Dr. Anil Joshi	Four local members, nominated by the management in consultation with the principal, from the fields of education, industry, research and social service of whom at least one shall be alumnus	9822125426
9	Dr. Bhumika Patel		9421175039
10	Mr R.C. Kulkarni		7447791632
11	Mrs. Neelam Shirke		9607054011
12	Mr. Suniket Mahamunkar		8805256923
13	Dr. N. A. Kolekar	Coordinator, Internal Quality Assurance Committee of the college	9421309403
14	Mast. Jayesh Kocharekar	President and Secretary of the College Students Council	9022211594
15	Prof. M. S. Gadre	Registrar of the College	9422631677
16	Principal	Principal of the college or the head of the Institution - Member - Secretary	9767503463

PRINCIPAL



The College Development Committee shall:

1. To prepare an overall comprehensive development plan of the college regarding academic, administrative and infrastructural growth, and enable college to foster excellence in curricular, co-curricular and extra-curricular activities.
 2. Decide about the overall teaching programmes or annual calendar of the college; recommend to the management about introducing new academic courses and the creation of additional teaching and administrative posts.
 3. Take review of the self-financing Courses in the college, if any, and make recommendations for their improvement.
 4. Make specific recommendations to the management to encourage and strengthen research culture, consultancy and extension activities in the college.
 5. Make specific recommendations to the management to foster academic collaborations to strengthen teaching and research.
 6. Make specific recommendations to the management to encourage the use of information and communication technology in teaching and learning process.
 7. Make specific recommendations regarding the improvement in teaching and suitable training programmes for the employees of the college.
 8. Prepare the annual financial estimates (budget) and financial statements of the college or institution and recommend the same to the management for approval.
 9. Formulate proposals of new expenditure not provided for in the annual financial estimates (budget).
 10. Make recommendations regarding the students' and employees' welfare activities in the college or Institute.
 11. Discuss the reports of the Internal Quality Assurance Committee and make suitable recommendations.
 12. Frame suitable admissions procedure for different programmes by following the statutory norms.
 13. Plan major annual events in the college, such as annual day, sports events, cultural events, etc.
 14. Recommend the administration about appropriate steps to be taken regarding the discipline, safety and security issues of the college or institution.
 15. Consider and make appropriate recommendations on inspection reports, local inquiry reports, audit report, report of National Assessment and Accreditation Council, etc.
 16. Recommend the distribution of different prizes, medals and awards to the students.
 17. Prepare the annual report on the work done by committee for the year ending on the 30th June and submit the same to the management of such college and the university.
 18. Perform such other duties and exercise such other powers as may be entrusted by the management and the University.
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COM. NO. 13/A.Y. 2022-2023

2nd August 2022**CIRCULAR**

The **Women Development Committee** is reconstituted and will continue till the end of Academic Year 2022-2023. The members of the committee are as follows:

Sr. No	Name of the Staff	Department	Designation	Mobile No.
1	Principal	General Administration	Principal – Ex-officio President	9767503463
2	Prof. (Mrs.) K M Gajmal	Computer Engineering	Convener	9850691868
3	Smt. Sumati Jambhekar	Member from NGO - Kowyas	Member	9422595707
4	Prof. (Mrs) J V Khalkar	Computer Engg.	Member	7350998144
5	Prof.(Mrs.) S P Jadhav	Chemical Engineering	Member	9075400313
6	Prof. M S Gadre	General Administration	Member	9422631677
7	Mrs. U A Mhatre	General Administration	Member	9820618946
8	Prof. O A Jarali	Mechanical Engineering	Member	9404956734
9	Miss. Siddhi Mahadik	Student Representative TE (Comp.)	Member	8956681803

Committee should conduct at least two meetings in every semester and as & when required. Intervening period between two meetings shall not exceed six months. Convener should maintain the record of minutes of meetings and produce to the undersigned as and when required.

PRINCIPAL

cc: All GIT Staff

Encl: Role and responsibilities



Role and Responsibilities:

1. To create and maintain safe, healthy and supportive environment for women and girl students in the campus.
2. To address issues faced by women at work place and to organize awareness generation programmes and to take preventive steps towards protection of women staff / female students from sexual harassment in the college.
3. The Women Redressal Committee / Women Development Cell / Internal Complaints Committee should function in the college as per the norms laid down by the AICTE / University of Mumbai
4. To organize workshops online with women in general and especially in (a) Sensitization and gender equality on campuses (b) Issues of women arising from societal concerns (c) Any other theme based activities and events concerning significant issues of women.



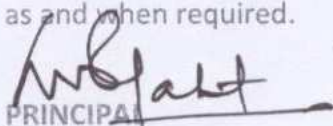
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CIRCULAR

The **Anti-ragging Committee** is reconstituted and will continue till the end of Academic Year 2022-2023. The Members of the Committee are as follows:

Sr. No.	Name of Member	Designation	Contact Number
1	Principal	Chairman	9767503463
2	Prof. S. C. Munghate	Nodal Officer	9422152788
3	Prof. Mrs. K. M. Gajmal	Member	9850691868
4	Prof. V R Kasar Kokil	Member (Warden)	9096720686
5	Mr. Prashant Bendarkar	Representative Parent	-
6	Station police officer- Mr. Dattatray B. Kadam	Representative – Lote Police	0235-6273100
7	Smt. Sumati Jambhekar	Representative – NGO Involved in Youth Activity	9422595707
8	Mr. Rathod Govind	Representative – Local Media	9922408535
9	Mr. Kadam Prakash	Representative – Civilian	9403322716
10	Prof. Mangesh S. Gadre	Representative - Registrar	9422631677
11	Prof. Mrs. V.S. Kolge	Representative – ICC	8805668999
12	Mrs. Swati R. Ghadge	Representative – Non-teaching Staff	9881493365
13	Miss. Vanarse Sejal Sanjay	Representative – Student Belongs to Senior category (BE – Chem.)	7888173412
14	Mast. Patil Pawan Arun	Representative – Student Belongs to Senior category (TE – Comp.)	8104712442
15	Student from FE (Boy)	Representative - Fresher	-
16	Student from FE (Girl)	Representative - Fresher	-

Committee should conduct at least two meetings in every semester and as and when required. Co-chairman should maintain the records of minutes of meetings and produce to the undersigned as and when required.


PRINCIPAL

cc: All GIT Staff



COM. No.02/A.Y.2022-2023

2nd August 2022

CIRCULAR

The **Anti-ragging Squad** is reconstituted and will continue till the end of Academic Year 2022-2023. The Members of the Squad are as follows:

SQUAD - 1

Sr. No.	Name of Staff	Designation
1	Prof. M A Khandke	Team Leader
2	Prof. V R Khalkar	Member
3	Prof. (Mrs.) S P Jadhav	Member
4	Prof. M S Satpute	Member
5	Prof. J V Mapara	Member
6	Mrs. S R Ghadge	Member
7	Security Officer on duty	Member

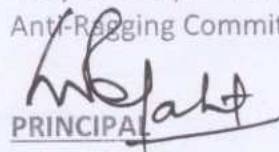
SQUAD - 2

Sr. No.	Name of Staff	Designation
1	Registrar	Team Leader
2	Prof. S C Munghate	Member
3	Prof. V R Kasar Kokil	Member
4	Prof. D N Londhe	Member
5	Prof. R G Nalwala	Member
6	Mr. S G Bole	Member
7	Mr. P A Patil	Member
8	Security Supervisor on duty	Member

SQUAD - 3

Sr. No.	Name of Staff	Designation
1	Prof. (Mrs.) J V Khalkar	Team Leader
2	Mrs. V P Wategaonkar	Member
3	Prof. (Mrs.) S P Jadhav	Member
4	Mrs. U A Mhatre	Member
5	Prof. (Mrs.) V S Kolge	Member
6	Security Supervisor on duty	Member

The team leader alongwith the member/members shall make surprise visit to Hostels, College Campus, Canteen and other places vulnerable to incidents and having the potential for ragging. They are required to inspect such places and submit monthly report to the Nodal Officer of the Anti-Ragging Committee.


PRINCIPAL

cc: All GIT Staff

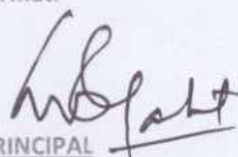


CIRCULAR

The Internal Quality Assurance Cell (IQAC) is reconstituted and will continue till the end of Academic Year 2022-2023. The members of the committee are as follows:

Sr. No.	Name of the Member	Designation	Remarks
1.	Principal	Chairperson	Ex-officio
2.	Mr. Satish Shenoy	Member	Representative of Management
3.	Mr. Mahesh Purohit	Member	Employer & Industrialist.
4.	Mr. Sadanand Vasant Kulkarni	Member	Local Society Member.
5.	Mr. Kisan Shivaji Chavan	Member	Stakeholder (Parent)
6.	HoD - Chemical Engineering	Member	Programme Head/Admin. Head
7.	HoD - Mechanical Engineering	Member	Programme Head/Admin. Head
8.	HoD - Computer Engineering	Member	Programme Head/Admin. Head
9.	HoD - Electronics & Telecomm. Engineering	Member	Programme Head/Admin. Head
10.	HoD - Civil Engineering	Member	Programme Head/Admin. Head
11.	HoD - Applied Sciences & Humanities	Member	Programme Head/Admin. Head
12.	Registrar	Member	College Administration Head.
13.	Dr. A D Bhosale	Member	Sr. Teacher
14.	Dr. S J Kulkarni	Member	Sr. Teacher
15.	Dr. V R Khalkar	Member	Sr. Teacher
16.	Prof. M S Satpute	Member	Sr. Teacher
17.	Prof. S D Latkar	Member	Sr. Teacher
18.	Prof. M A Khandke	Member	Sr. Teacher
19.	Mr. J V Mapara	Member	Training & Placement Officer
20.	Mr. Vishwajeet Patil	Member	Student
21.	Miss. Somyakumari Sanjaykumār Saw	Member	Student
22.	Mrs. N S Shirke	Member	Alumni
23.	Mr. Amol P. Salunkhe	Member	Assistant to IQAC Co-ordinator.
24.	Dr. N A Kolekar	Co-ordinator	IQAC Co-ordinator.

The membership of the nominated members shall be for a period of two years. The Committee should meet atleast once min every quarter. The quorum for the meeting shall be two-thirds of the total number of members. The Agenda, Minutes and Action taken reports are to be documented and maintained electronically in a retrievable format.


PRINCIPAL



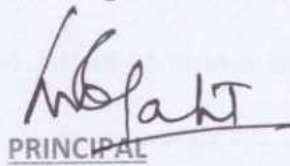
COM. NO. 05/ 2022-2023

2nd August 2022**CIRCULAR**

In continuation of earlier circular no. COM.No.05/2020-2021 dated 22nd March 2021, the **College Grievance Redressal Cell (CGRC)** period is extended till the end of Academic Year 2022-2023. The members of committee are as follows.

Sr. No.	Name of the Staff	Designation	Mobile No.	Email ID
1	Principal	Principal (Chairperson)	9767503463	principal@git-inida.edu.in
2	Dr. S R Khedekar	Member Secretary	9403573999	srkhedekar@git-india.edu.in
3	Prof. A V. Phanse	Member	8149250413	avphanse@git-india.edu.in

Committee should conduct at least one meeting in every semester and as and when required. Member Secretary should maintain the records of minutes of meetings and produce to undersigned as and when required.


PRINCIPAL

cc : All GIT Staff

Encl: 1) University of Mumbai Circular No.DSD/05 of 2019 dated 14.05.2019
2) Role and responsibilities

Role and Responsibilities:

The CGRC shall exercise the following role and perform the following functions, namely:

- 1) To receive the applications of the students from the portal available on the website of College / Institute and process them further.
 - 2) To attend all application relating to the grievances of the students.
 - 3) To entertain and consider the grievances of the students. It may hear the students in person by giving opportunities of hearing.
 - 4) To hear all the concerned parties and settle grievances as early as possible.
 - 5) To counsel the students whenever necessary to resolve their grievances.
 - 6) To give advice to the students through correspondence.
 - 7) The CGRC shall not discuss with any sub-judice grievances.
 - 8) It shall make efforts to settle the disputes amicably.
 - 9) To prepare and submit the recommendations relating to the redressal of grievances to the concerned.
 - 10) To consider and submit recommendations and suggestion in respect of reforms in the working of various sections/units/departments/cells of the College/Institution relating to the redressal of grievances of students.
 - 11) To prepare Minutes and Action Taken Report of the meeting of CGRC and submit it to the Director, Students' Development, University of Mumbai.
 - 12) To prepare Annual Report regarding working of the CGRC and submit it to the Director, Students' Development, University of Mumbai.
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GHARDA INSTITUTE OF TECHNOLOGY

A/P: LAVEL, TAL.KHED, DIST.RATNAGIRI.

Tel.: 02356 - 262795 – 99, Fax: 02356 – 262980

Website: www.git-india.edu.in, Email: principal@git-india.edu.in



COM. NO. 12/2022-23

2nd August 2022

CIRCULAR

The **Staff Grievance Redressal Committee** is reconstituted and will continue till the end of Academic Year 2022-2023. The members of the committee are as follows:

Sr. No.	Name of the Staff	Department	Designation	Mobile No.	Email
1	Dr. S R Khedekar	ExTC Engg.	Chairperson	940357399	srkhedekar@git-india.edu.in
2	Prof. V S Kolge	ExTC Engg.	Member	8805668999	vskolge@git-india.edu.in
3	Prof. V M Swami	Mech. Engg.	Member	9922940076	vmswami@git-india.edu.in
4	Prof. M A Mohite	ExTC Engg.	Member	7798312364	mamohite@git-india.edu.in
5	Prof. M S Gadre	General Administration	Registrar	9422631677	msgadre@git-india.edu.in
6	Mr. D D Shembekar	General Administration	Office Superintendent	9145363639	offsup@git-india.edu.in
7	Mr. S P Joshi	Library	Asst. Librarian	8308347555	librarian@git-india.edu.in

Committee should conduct at least two meetings in every semester and as & when required. Chairperson/Convener/Member Secretary should maintain the record of minutes of meeting and produce to the undersigned as and when required.

The Committee should submit online monthly report of grievance received, disposed of and pending on the last day of the previous month to AICTE.


PRINCIPAL



cc.: All GIT Staff

Encl: Role and responsibilities

Role and Responsibilities:

- | |
|---|
| 1. To follow University process for recording and addressing staff grievance. |
| 2. To make study report to Principal of the college about each grievance follow-up. |
| 3. To strictly follow stipulated procedure for deposing the complaint. |

COM. NO. 15/2022-2023

2nd August 2022

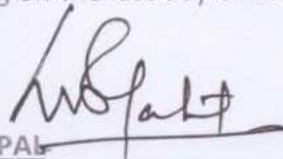
CIRCULAR

The **Students' Grievance Redressal Committee** is reconstituted and will continue till the end of Academic Year 2022-23. The members of the committee are as follows:

Sr. No.	Name of the Staff	Department	Designation	Mobile No.	Email ID
1	Prof. A V Phanse	MECH Engg.	Chairperson	8149250413	avphanse@git-india.edu.in
2	Prof. S C Munghate	EXTC Engg.	Member	9422152788	scmunghate@git-india.edu.in
3	Prof.(Mrs) S P Jadhav	CHEM Engg.	Member	9075400313	spjadhav@git-india.edu.in
4	Mr. H S Pawar	Civil Engg.	Member	9421228320	hspawar@git-india.edu.in
5	Mrs. S R Ghadge	ASH	Member	9881493365	srghadge@git-india.edu.in
6	Miss. Sanika Patil	Student Representative - TE Chemical	Member	9168408208	-
7	Mast. Devavrat Devlatkar	Student Representative - TE Mech.	Member	8007043082	-

Committee should conduct at least one meeting in every month and as & when required. Chairperson/Convener/Member Secretary should maintain the record of minutes of meetings and produce to the undersigned as and when required.

The Committee should submit online monthly report of grievance received, disposed of and pending on the last day of the previous month to AICTE.


PRINCIPAL



cc: All GIT Staff

Encl: Role and responsibilities

Role and responsibilities:

- | |
|---|
| 1. The Committee shall address the complaints by co-ordination with heads of department, registrar & Principal. |
| 2. The committee shall keep record and close every complaint with action taken. |
| 3. The committee shall make periodical reports to the Principal. |
| 4. The methodology followed for redressal of complaints shall be personal meeting, written statements where absolutely necessary and a final meeting of complaint resolution. |

COM. NO. 04/ A.Y. 2022-2023

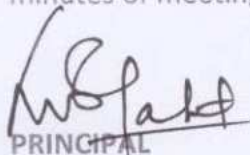
2nd August 2022

CIRCULAR

The **Attendance Committee** is reconstituted and will continue till the end of the Academic year 2022-2023. The committee has been formed for monitoring and regulating the students' attendance for the academic year 2022-2023. Following are the members of the committee.

Sr. No.	Name of staff	Department	Designation	Mobile No.
1.	Prof. M A Khandke	Computer Engg.	Chairperson	9552711772
2.	Dr. S P Tekade	Chemical Engg.	Member	7083848408
3.	Dr. B A Danawade	Mechanical Engg.	Member	9822730639
4.	Dr. R R Bane	Computer Engg.	Member	9422632740
5.	Dr. S R Khedekar	ExTC Engg.	Member	9403573999
6.	Dr. A D Bhosale	Civil Engg.	Member	9421232667
7.	Prof. Chetan Shinde	ASH	Member	7507239205

The committee should monitor students' attendance as per the guidelines prescribed by University of Mumbai. They should also conduct the meeting once in a month and should report to the undersigned. Chairperson/Convener/Member Secretary should maintain the record of minutes of meeting and produce to the undersigned as and when required.



PRINCIPAL



cc : All GIT Staff

Encl: Role and Responsibilities

Role and Responsibilities: To keep track of students' attendance and to find any correlation between their attendance and performance and if so, to what degree.

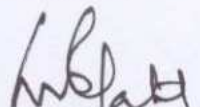
COM. No.03/A.Y.2022-2023

2nd August 2022**CIRCULAR**

The **Advisory Committee for Reservation & Educational Programme for SC/ST** is reconstituted and will continue till the end of Academic Year 2022-2023. The members of the Committee are as follows:

Sr. No.	Name of the Staff	Department	Designation	Mob. No.
1	Principal	Gen. Admn.	Principal	9767503463
2	Prof. M A Mohite	ExTC Engg.	Member Secretary	7798312364
3	Prof. V D Kamble	Civil Engg.	Member	8698640430
4	Prof. (Mrs.) S P Jadhav	Chem. Engg.	Member	9075400313
5	Prof. P N Jadhav	Mech. Engg.	Member	9763861133
6	Prof. S A Howal	ASH	Member	9503569935
7	Mr. A V Mohite	Admin Dept.	Member	9421140861

Committee should conduct atleast one meeting in every Semester. Member Secretary should maintain the record of minutes of meetings and produce to the undersigned as and when required.


PRINCIPAL

cc: All GIT Staff

Encl: Role and Responsibilities.

Role and Responsibilities : To look into the matter relating to reservation as well as other Educational Programmes for Scheduled Castes and Scheduled Tribes.

CIRCULAR

Ref.No.GIT/ADMN/2021/028


Date: 8th July 2021

Sub: Admissions Implementation Committee - 2021-22

Admissions Implementation Committee for the academic year 2021-22 is hereby constituted and the members of the committee are as follows:

S.No.	Name of the Staff	Department	Designation
1	Dr.A.K.Mangore	Assistant Professor-Comp, Admission committee head- 2020-21	Chairman
2	Prof.T.L.Iltapawar	Assistant Professor-EXTC Engg.	Member
3	Prof.N.D.Galande	Assistant Professor-Chem.Engg.	Member
4	Prof.N.K.Kumbhar	Assistant Professor-Mech.Engg.	Member
5	Prof.P.V.Oak	Assistant Professor-Comp.Engg.	Member
6	Prof.S.N.Pandharkame	Assistant Professor-EXTC Engg.	Member
7	Dr.Y.R.Kulkarni	Assistant Professor-Civil Engg.	Member
8	Prof.C.S.Shinde	Assistant Professor-AS&H	Member

The committee will implement the strategy designed by the Core Admissions Committee to enhance the admissions in the academic year 2021-22.



Principal

Gharda Institute of Technology



COM. NO. 16/ A.Y. 2022-2023

2nd August 2022

CIRCULAR

The **Alumni Association Co-ordination Committee** is reconstituted and will continue till the end of Academic Year 2022-2023. The members of the committee are as follows:

Sr. No.	Name of the Staff	Department	Designation	Mobile No.
1	Prof. T L Iltapawar	EXTC Engg.	Chairperson	9923265075
2	Prof.(Mrs) S P Jadhav	Chemical Engg.	Member	9075400313
3	Prof. P N Jadhav	Mechanical Engg.	Member	9763861133
4	Prof. R B Pawar	Computer Engg.	Member	9921737394
5	Dr. Y R Kulkarni	Civil Engg.	Member	8888381056
6	Mr. Amol Salunkhe	Computer Engg.	Member	9405595075
7	Mr. R S Kelkar	Civil Engg.	Member	9421138476
8	Mr. A V Mohite	General Administration	Member	9421140861
9	Mast. Chaughule Sagar Hiranman	Student Representative BE – Computer	Member	7263809887
10	Miss. Inamdar Priyanka Santosh	Student Representative BE – Computer	Member	9172491701
11	Mast. Mahadik Virendra Vilas Yogita	Student Representative BE – ExTC.	Member	9307529704
12	Mast. Chavan Prasad Ramakant	Student Representative TE - Chemical.	Member	9807071977
13	Miss. Radaye Pallavi Bablya	Student Representative TE – Chemical	Member	9834903156
14	Mast. Shukala Gaurav	Alumni	Member	9623311274

Committee should conduct at least two meetings in every semester and as & when required. Chairperson/Convener/Member Secretary should maintain the record of minutes of meetings and produce to the undersigned as and when required. Students passing out in academic year 2021-2022 will be replaced by new student representatives.

PRINCIPAL

cc: All GIT Staff

Encl: Role and responsibilities



Role and Responsibilities:

1.To maintain up-to-date and detailed database of the alumni
2. To plan and implement convocation ceremony every year in co-ordination with local committee established, if any.
3. To highlight the success of alumni to improve the credibility and reputation of the college.
4. To plan and promote platform for interaction between all stakeholders of college.
5. To promote the interests and welfare of alumni association
6. To Maintain healthy relationship with the alumni body/association
7. To assist management in creating such environment in college, which enables students to have long lasting relationship



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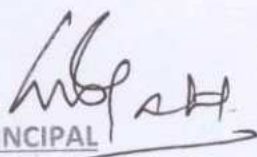
CIRCULAR

Reg: Committee for Book Bank Scheme for SC/ST/DT/NT Students

As per the circular dated 11th February, 2022 from University of Mumbai, we need to constitute a Committee for Book Bank Scheme. Accordingly, a committee for Book Bank Scheme for SC/ST/DT/NT Students is hereby constituted with following members for the A.Y. 2022-23.

Sr. No.	Name of the Staff	Department	Designation	Mobile No.
1	Principal	Principal	Chairman	9767503463
2	Mr. S. P. Joshi	Library	Member Secretary	8308347555
3	Prof. P. N. Jadhav	Mechanical Engg.	Member	9763861133
4	Prof. R. B. Pawar	Computer Engg.	Member	9921737394
5	Prof. Sonali P Jadhav	Chemical Engg.	Member	9075400313
6	Mr. Saquib Surve	Student Rep. (BE Comp.)	Member	9405584858
7	Mr. Mane Varun Satish	Student Rep. (TE Mech.)	Member	8793364121

The Committee to monitor the process of application and utilisation of the Book Bank Scheme for the above students. Member Secretary to prepare and submit Utilization Report (As per given format), Utilization Certificate (As per given format) and Audited Statement to the Office of Director, Department of Students' Development, University of Mumbai (Address: Department of Students' Development, 1st Floor, Vidyapeeth Vidyarthi Bhavan, "B" Road, Churchgate, Mumbai – 400 020 on or before August 31, 2023.


PRINCIPAL



COM. NO. 17/ A.Y. 2022-2023

2nd August 2022**CIRCULAR**

The **Canteen and Mess Committee** is reconstituted and will continue till the end of Academic Year 2022-2023. The members of the committee are as follows:

Sr. No.	Name of the Staff	Department	Designation	Mobile No.
1	Prof. M S Gadre	General Administration	Chairman	9422631677
2	Prof. S C Munghate	ExTC Engineering	Member Secretary	9422152788
3	Prof. V R Kasar Kokil	Civil Engineering	Member	9096720686
4	Prof. (Mrs.) J V Khalkar	Computer Engineering	Member	7350998144
5	Mr. Varghese Thomas	General Administration	Member	8379859557
6	Mr. S D Jadhav	General Administration	Member	8408824337
7	Mr. S G Bole	General Administration	Member	9921877334
8	Mast. Velankar Aakash S.	TE Chemical Engg.	Student-Member	7507238443
9	Miss. Sakshi Chile	SE ExTC Engg.	Student-Member	7822859451

Committee should conduct at least two meetings in every semester and as & when required. Chairperson/Convener/Member Secretary should maintain the record of minutes of meetings and produce to the undersigned as and when required. Students passing out in academic year 2022-2023 will be replaced by new student representatives.


PRINCIPAL

cc: All GIT Staff

Encl: Role and responsibilities



Role and Responsibilities:

1. To keep watch on quality & quantity of the food items supplied
2. To ensure that proper hygiene is maintained at canteen and mess in college premises.
3. To ensure that there is no much food waste and if any, it is handed over to composting plant
4. To ensure that quality of raw materials, oils, vegetables, etc. is of the agreed quality as per agreement.
5. To ensure that Govt. regulations are followed by the contractors and proper license is maintained by them.
6. To actively participate in finalizing the annual contracts.



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COM. NO. 18/ A.Y. 2022-2023

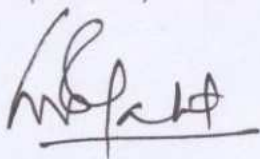
2nd August 2022

CIRCULAR

The **Cultural Committee** is reconstituted and will continue till the end of Academic Year 2022-2023. The members of the committee are as follows:

Sr. No.	Name of the Staff	Department	Designation	Mobile No.
1	Prof. S S Tathare	Computer Engg.	Chairperson	9422570804
2	Dr. S M Teli	Chemical Engg.	Member	8888318656
3	Prof. R R Kalamkar	Mechanical Engg.	Member	9270169822
4	Prof. P V Oak	Computer Engg.	Member	9403361326
5	Prof. N H Koppa	Civil Engg.	Member	9449900180
6	Prof. V S Gurav	ASH	Member	9579510688
7	Prof. (Mrs.) V S Kolge	ExTC Engg.	Member	8805668999
8	Mr. S S Joshi	Chemical Engg.	Member	9422391922
9	Miss. Prachi Chavan	Student Representative (BE Comp.)	Member	7840983913
10	Miss. Somyakumari	Student Representative (BE Comp.)	Member	9867390473
11	Mast. Jayesh Kocharekar	Student Representative (BE Chem.)	Member	9022211594
12	Mast. Virendra Mahadik	Student Representative (TE ExTC.)	Member	9307529704
13	Miss Shruti Sawant	Student Representative (TE Civil)	Member	8010851404
14	Mast. Shreyas Sagvekar	Student Representative (TE Mech.)	Member	8275626826

Committee should conduct at least two meetings in every semester and as & when required. Chairperson/Convener/Member Secretary should maintain the record of minutes of meetings and produce to the undersigned as and when required. Students passing out in academic year 2021-2022 will be replaced by new student representatives.

PRINCIPAL



cc: All GIT Staff

Encl: Role and responsibilities

Role and Responsibilities:

1. To plan and schedule annual cultural events in the college.
2. To mark tentative dates of cultural activities in academic calendar
3. To draw tentative budget for cultural events and get it sanctioned from college authorities in advance.
4. To organize annual cultural events throughout the year.
5. To submit report of cultural events, to maintain and submit proper record of expenses made for cultural events within the sanctioned budget.
6. To encourage students to participate university and inter-college cultural activities.



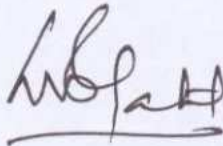
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CIRCULAR

The **Data Management Committee** is reconstituted and will continue till the end of A.Y. 2022-2023. The members of the committee are as follows:

Sr. No.	Name of the Staff	Department	Designation	Mobile No.
1	Principal	Principal	Chairperson	9767503463
2	Dr. B A Danawade	Mechanical Engineering	Member	9822730639
4	Dr. S P Tekade	Chemical Engineering	Member	7083848408
5	Prof. (Mrs) K M Gajmal	Computer Engineering	Member	9850691868
6	Prof. M S Gadre	Registrar	Member	9422631677
7	Mr. S P Joshi	Library	Member Secretary	8308347555
8	Mr. V V Shirgaonkar	System Analyst	Member	8275262754
9	Mr. A P Salunkhe	Comp Engineering	Member	9405595075
10	Miss. Shruti Sawant	Student Rep. (TE Civil)	Member	8010851404
11	Mast. Akash Vilankar	Student Rep.(TE Chem.)	Member	7588689756
12	Miss. Gauri Kangutkar	Student Rep.(TE ExTC)	Member	8805397933
13	Miss. Nisha Patil	Student Rep.(TE Comp.)	Member	9130767618
14	Mast. Soham Khurd	Student Rep.(TE Mech.)	Member	8767683380

Committee should conduct three meetings in per semester and as & when required. Chairperson/Convener/Member Secretary should maintain the record of minutes of meetings and produce to the undersigned as and when required. Students passing out in academic year 2021-2022 will be replaced by new student representatives.

PRINCIPAL



cc: All GIT Staff

Encl: Role and responsibilities

Role and Responsibilities:

1. To look after lecture videos, teaching-learning related materials/information storage system etc.
2. To Manage ELRC, Digital Laboratories and circulate e-resources to staff and students.
3. To improve the usage of e-journals, e-books, online portals of learning's
4. To monitor, assess and co-ordinate MOOC including NPTEL courses.
5. To ensure registration of GIT with UGC initiatives for online learning
6. To ensure that students and staff take part in various e depositories created by UGC like National Academic Depositories
7. To assist the Principal in formulating Library policy
8. To look after general maintenance of the library in terms of reading material and infrastructure.
9. To effectively involve in fostering the reading habit of staff and students
10. To recommend / justify withdrawal and weeding out of outdated material with the help of competent authority for final decision
11. To prepare the agenda and minutes of the meetings and circulate it to the authorities
12. To assist administration in decision making regarding on-line subscription, purchase of books, subscription to popular magazines
13. To organize "Know Your Library" event periodically in every semester.
14. To organize book exhibitions in the library.
15. To audit the stock of books annually and submit its report to the Principal
16. To promote and maintain Book Bank Scheme.
17. To circulate relevant portions of interest (Science articles, newspaper articles, technical reports, research papers, etc.) to GIT staff & students.
18. To publish "Library Newsletter" and circulate the same to GIT staff & students.
19. To assist Principal and to provide all administrative support for "pre-counseling during examination".
20. To maintain "Digital Library" and ensure its upkeep.
21. To provide all administrative support for keeping library open for extended hours as and when directed by the Principal, especially during preparatory leave and examination period.
22. To provide all administrative support for keeping reading room for boys & girls open for extended hours as and when directed by the Principal, especially during preparatory leave and examination period.

CIRCULAR

The **Disaster Management Committee** is reconstituted and will continue till the end of A.Y. 2022-2023. The members of the committee are as follows:

EMERGENCY TEAM			
MAIN CONTROLLER			
COMMUNICATION TEAM			
Sr. No.	Name	Designation	Mobile No.
1	Prof.M S Mr. Gadre	Chairperson	9422631677
2	Prof. (Dr.) S J Kulkarni	Member – Secretary	9664213953
3	Mr. S D Jadhav	Member	8408824337
4	Mr. D D Shembekar	Member	9145363639
INCIDENT CONTROLLER			
1	Prof. B S Potdar (HoD ASH)	Member	8308322581
2	Dr. S P Tekade (HoD Chem.)	Member	9422727389
3	Dr. B A Danawade (HoD Mech.)	Member	9822730639
4	Dr. R R Bane (HoD Comp)	Member	9422632740
5	Dr. S R Khedekar (HoD Extc)	Member	9403573999
6	Dr. A D Bhosale (HoD Civil)	Member	
7	Mr. S P Joshi (Asst. Librarian)	Member	8308347555
EVACUATION TEAM			
1	Mr. S V Bhuran	Security Supervisor	7038840067
2	Mr. N Latake	Security Supervisor	9604357820
3	Mr. V Kadam	Security Supervisor	9145008864
4	Mr. S B Mohite	Lab. Tech. Chem	9270939609
5	Mr. More S.L.	Lab. Asst. Mech	9403504785
6	Mr. P R Pendharkar	Lab. Asst. Comp	8605168618
7	Mr. P A Patil	Lab. Tech. ExTC	8308518944
8	Mr. N V Gamare	Lab. Asst. ExTC	9657827069
9	Mr. H S Pawar	Lab. Tech. Civil	9421228320

Committee should conduct at least two meeting in every semester and as & when required. Chairperson/Convener/Member Secretary should maintain the record of minutes of meetings and produce to the undersigned as and when required.

PRINCIPAL

cc: All GIT Staff

Encl: Role and responsibilities



Role and Responsibilities:

1. To analyses risk which expose the college to the potential for disruption of its activities such as natural, technological, or human-caused or others (e.g., pandemic, loss of research data, equipment failure)
2. To Design and conduct two internal disaster drills per year. One of the drills is to include fire hazard
3. Overseeing the development of emergency preparedness and response plans
4. Reviewing annually existing emergency management policies and procedures, and recommending changes to the Principal.
5. Creating performance measurements, specifically for : (a) Response to emergencies and drills, (b) Reviewing emergency responses and drills for problems (c) Frequency of emergencies and failures
6. To create disaster management teams for residential campus, hostels and academic domain
7. To update disaster manual from time to time and ensure that information about disaster procedure is known to everyone

CIRCULAR

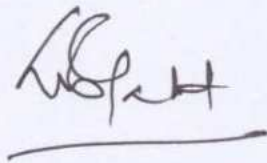
The “Equal Opportunity Centre” is reconstituted and will continue till the end of A.Y. 2022-2023.

The members of the committee are as follows

Sr. No.	Name of the member	Designation	Designation
1	Principal	Chairman	9767503463
2	Dr. S S Mane	Co-ordinating Officer	9822537164
3	Miss. Kamble Archana Vaibhav Manisha	BE (Civil)	8806311627
4	Mast. Tonadekar Vivek Rajendra Rasika	TE (Comp.)	7058480405
5	Miss. Pawar Manali Mahadev Manjula	TE (Civil)	7887795997
6	Mast.Tambe Aadesh Anil Asmita	SE (Mech.)	8767303663
7	Miss. Kamble Disha Sudhir [~] Mrunal	SE (Chem.)	7972689869

Committee should conduct atleast two meetings in every semester and as and when required. Co-ordinating Officer should maintain the records of minutes of meetings and produce to the undersigned as and when required.

PRINCIPAL




COM. NO. 07/ A.Y. 2022-2023

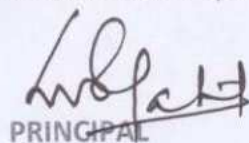
2nd August 2022

CIRCULAR

The **Examination Committee** is reconstituted and will continue till the end of Academic Year 2022-2023. The members of the committee are as follows:

Sr. No.	Name of the Staff	Department	Designation	Mobile No.
1	Prof. M A Mohite	ExTC Engineering	Chairman	7798312364
2	Prof. S K Dhawale	ASH	Member	8975637036
3	Prof. N D Galande	Chemical Engineering	Member	9730565620
4	Prof. D M Dubbawar	Mechanical Engineering	Member	9403936374
5	Dr. A K Mangore	Computer Engineering	Member	8149715541
6	Prof. S D Latkar	ExTC Engineering	Member	9422584151
7	Prof. V S Jadhav	Civil Engineering	Member	8805521021
8	Mr. M M Jadhav	Computer Engineering	Member	9423951188
9	Mr. V B Palekar	Computer Engineering	Member	8149444480

Committee should conduct at least one meeting in every month and as & when required. Chairperson should maintain the record of minutes of meetings and produce to the undersigned as and when required.



PRINCIPAL



cc : All GIT Staff.

Enclose : Role and responsibilities

Role and Responsibilities:

To help and ensure smooth and orderly conduct of examinations in the institute as per guidelines issued by the University of Mumbai from time to time.

COM. NO. 11/ A.Y. 2022-2023

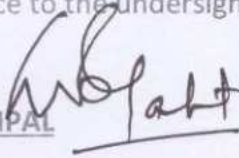
2nd August 2022

CIRCULAR

The **Hostel Committee** is reconstituted and will continue till the Academic Year 2022-2023. The members of the committee are as follows:

Sr. No.	Name of the Staff	Department	Designation	Mobile No.
1	Prof. M S Gadre	General Administration	Chairperson	9422631677
2	Prof. S C Munghate	ExTC Engineering	Member	9422152788
3	Prof. Kasar Kokil	Civil Engineering	Member	9096720686
4	Prof. S K Muchande	ExTC Engineering	Member	9869023806
5	Mr. S G Bole	General Administration	Member Secretary	9921877334
6	Mrs. P R Vhaval	-	Member	8805238539
7	Mr. S D Jadhav	General Administration	Member	8408824337
8	Mr. N V Gamare	ExTC Engineering	Member	9657827069
9	Students' Representative	Boy's Hostel	Member	-
10	Students' Representative	Boy's Hostel	Member	-
11	Students' Representative	Girl's Hostel (Ajinkyatara)	Member	-

Committee should conduct at least three meetings in every semester and as & when required. Chairperson/Convener/Member Secretary should maintain the record of minutes of meetings and produce to the undersigned as and when required.

PRINCIPAL


cc : All GIT Staff and Students

Encl: Role and Responsibilities



Role and Responsibilities:

1. To make detail chart of no. of seats available in each hostel.
2. To co-ordinate with Project department for proper maintenance of civil, electrical and plumbing items
3. To assist anti-ragging committee & anti-ragging squad in discharge of their duties so far as hostel is concerned
4. To conduct regular meetings to solve complaints of hosteller students
5. To make periodical reports and seek directions from the Principal/Registrar

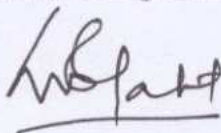
CIRCULAR

The **Human Resource (HR) Committee** is reconstituted and will continue till the end of A.Y. 2022-2023. The members of the committee are as follows

Sr. No.	Name of the member	Department	Designation	Mobile No.
1	Principal	Principal	Chairperson	
2	Mr. Satish Shenoy	Invitee	Member	9820093158
3	Mr. J K Patil	Invitee	Member	8082236666
4	Mr. M S Gadre	Registrar	Member Secretary	9422631677
5	Dr. B A Danawade	Mechanical Engineering	Chairperson	9822730639
6	Dr. S P Tekade	Chemical Engineering	Member	8979711684
8	Dr. A D Bhosale	Civil Engineering	Member	9421232667
9	Dr. R R Bane	Computer Engineering	Member	9422632740
10	Dr. S R Khedekar	EXTC Engineering	Member	9403573999
11	Prof. Chetan Shinde	ASH	Member	8308322581

Committee should conduct at least one meeting in every semester and as & when required. Chairperson/Convener/Member Secretary should maintain the record of minutes of meetings and produce to the undersigned as and when required.

PRINCIPAL




cc: All GIT Staff

Encl: Role and responsibilities

Role and responsibilities:

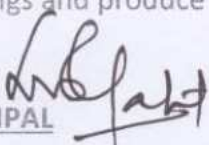
1. To update HR manual from time to time.
2. To make broad policy in respect of leave rules, faculty development & career advancement scheme and get it approved from Principal.
3. To discuss and recommend to Principal such measures as are deemed fit for continuous learning of staff through skill up gradation.
4. To recommend such measures as are deemed fit to ensure gender equality.
5. To organize get together and cultural events to foster healthy and harmonious relationship amongst staff members.
6. To participate in policy making for general service conditions and disciplinary rules in accordance with directions of State Govt./University/Social Welfare Department/AICTE/UGC and to ensure strict adherence

CIRCULAR

The **Internal Complaint Committee** is reconstituted and will continue till the end of Academic Year 2022-2023. The members of the committee are as follows:

Sr. No.	Name of the Staff	Department	Designation	Mobile No.
1	Prof. (Mrs.) V S Kolge	EXTC Engineering	Chairperson	8805668999
2	Smt. Sumati Jambhekar	Member from NGO-Kowyas	Member	9422595707
3	Prof.(Dr.) S J Kulkarni	Chemical Engineering	Member	9664213953
4	Prof. (Mrs.) S P Jadhav	Chemical	Member	9075400313
5	Prof.(Mrs.) J V Khalkar	Computer	Member	7350998144
6	Mrs. S R Ghadge	ASH	Member	9881493365
7	Prof. M S Gadre	General Administration	Member	9422631677
8	Mrs. S S Guhagarkar	General Administration	Member	9850102671
9	Miss. Somya Kumari	Student Representative (BE – Comp.)	Member	9867390473
10	Miss. Nisha Santosh Ghag	Student Representative (BE – Comp.)	Member	8308462587
11	Miss. Manasi Mangesh Telange	Student Representative (SE – ExTC)	Member	7666893460

Committee should conduct at least one meeting once a semester and whenever required for complaint. Chairperson/Convener/Member secretary should maintain the record of minutes of meetings and produce to the undersigned as and when required.

PRINCIPAL


cc : All GIT Staff & Students
Encl: Role and responsibilities



Role and Responsibilities:

- | |
|---|
| 1. To provide protection against sexual harassment of women at workplace and for the prevention and redressal of complaints of sexual harassment and matters related to the same. |
| 2. To prevent discrimination and sexual harassment against women, by promoting gender amity among students and employees according to "The Sexual Harassment Of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. |
| 3. To develop the guidelines and norms for policy against sexual harassment. Work out procedures for combating sexual harassment and implementation of the policy. |
| 4. To a routine practice, monthly one meeting should be conducted of all available ICC committee members to discuss the issues or registered if any. |
| 5. Committee also follows the UGC/AICTE/University of Mumbai guideline about conducting various activities for girl students. |

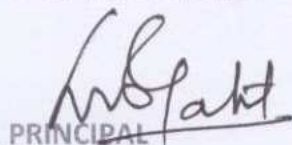
COM. NO.08/ A.Y. 2022-2023

2nd August 2022**CIRCULAR**

The **Industry Institute Interaction Cell (III Cell)** is reconstituted and will continue till the end of Academic Year 2022-2023. It has been formed for all outreach activities related to Industry Interaction, Placement and Training, Project work. Following are the members of the committee.

Sr. No.	Name of Staff	Department	Designation	Mobile No.
1.	Mr. J V Mapara	Training & Placement Officer	Chairperson	9028809012
2.	Prof.(Mrs.) K M Gajmal	Computer Engg.	Member	9850691868
3.	Prof.(Dr.) S J Kulkarni	Chemical Engg.	Member	9664213953
4.	Prof. G D Parulekar	Civil Engg.	Member	7888047494
5.	Prof. S C Munghate	ExTC Engg.	Member	9422152788
6.	Prof. V R Swami	Mechanical Engg.	Member	9922940076
7.	Prof.(Dr.) N A Kolekar	ASH	Member	9421309403

They should also conduct the meeting twice a semester and should report to the undersigned. Chairperson should maintain the record of minutes of meeting and produce to the undersigned as and when required.


PRINCIPAL

cc : All GIT Staff

Enclose : Role and responsibilities

Role and responsibilities:

1. To bridge the gap between Industry and Institute.
2. To share the experience and expertise between Institutions and Industry for mutual benefit.
3. To organize workshops, conferences and symposia with joint participation of the faculty and the industries.
4. To encourage engineers from industry to visit engineering institutions to deliver lectures.
5. To develop good work culture in students.
6. To foster research work and develop laboratories, discussions and delivering lectures on industrial practices, trends and experiences.
7. Memoranda of understanding (MOU) between the institute and industries to bring the two sides emotionally and strategically closer.
8. Arrange visits of staff members and students to various industries.
9. Projects sponsorship for students
10. Joint Research & Development activities and filed studies by faculty and people from industries.
11. To develop the center of excellence and R&D laboratories sponsored by industries at the institute.
12. To arrange student and faculty training/internship program at industry premises.
13. To promote institution consultancy and revenue generation.

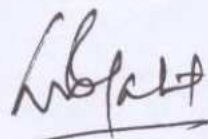
CIRCULAR

The **Mentorship Committee** is reconstituted and will continue till the end of A.Y. 2022-2023. The members of the committee are as follows:

Sr. No.	Name of the member	Department	Designation	Mobile No.
1	Prof. M N Lahane	ASH	Chairperson	9960056314
2	Prof. (Mrs) S P Jadhav	Chemical Engineering	Joint-chairperson	9075400313
3	Prof. R R Kalamkar	Mechanical Engineering	Member	9270169822
4	Prof. D N Londhe	Computer Engineering	Member	9209231299
5	Prof. S K Muchande	ExTC Engineering	Member	8379847973
6	Prof. (Dr) A D Bhosale	Civil Engineering	Member	9421232667
7	Mr. S R Jadhav	Counsellor	Member	9561931427

Committee should conduct three meetings in every semester and as & when required. Chairperson/Convener/Coordinator/Member Secretary should maintain the record of minutes of meetings and produce to the undersigned as and when required.

PRINCIPAL



cc: All GIT Staff

Encl: Role and responsibilities



Role and Responsibilities:

1. To formulate groups of mentor/mentee program wise and monitor the regular meetings.
2. To formulate groups of "academically weak & bright students" for separate mentoring.
3. To analyses statistically or otherwise the effectiveness of mentorship program.
4. To submit periodical reports of suggestions in respect of improvement in teaching-learning and administrative systems.
5. To Assist Principal and heads of the departments in effectively implementing "Action Taken" on the suggestions of improvement emerging from the mentorship meetings.
6. To prepare and submit, through Principal, such reports as may be required by regulatory agencies
7. To co-ordinate and resolve, with the help of Counsellor appointed by the college, any psychological and social problems faced by the students

COM. NO. 14/ A.Y. 2022-2023

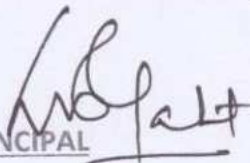
2nd August 2022

CIRCULAR

The **NSS & Outreach Committee** is reconstituted and will continue till the end of Academic Year 2022-2023. The members of the committee are as follows:

Sr. No.	Name of the Staff	Department	Designation	Mobile No.
1	Prof. V D Kamble	Civil Engineering	Program Officer / Chairperson	8698640430
2	Prof. P L Warak	EXTC	Member	8550934650
3	Prof. S D Ayare	Chemical Engineering	Member	9405732206
4	Prof. D M Dubbawar	Mechanical Engineering	Member	9403936374
5	Prof. R B Pawar	Computer Engineering	Member	9921737394
6	Prof. (Mrs.) V S Kolge	ExTC Engineering	Member	8805668999
7	Prof. V R Kasar Kokil	Civil Engineering	Member (UMA/UBA/TRTI Committee)	9096720686
8	Dr. N A Kolekar	ASH Department	Member (UMA/UBA/TRTI Committee)	9421309403
9	Mr. S G Bole	General Administration	Member	9921877334

Committee should conduct at least two meeting in per semester. Program officer/ Chairperson/Convener/ Member Secretary should maintain the record of minutes of meetings and produce to the undersigned as and when required.


PRINCIPAL



cc: All GIT Staff

Encl: Role and Responsibilities

Role and Responsibilities:

1.To follow University guidelines of the central NSS cell of the University
2. To carry outreach activities as directed by the college authority in respect of social services
3. To timely file reports to the University about NSS.
4. To lean with examination department to ensure creeds of the student NSS work.
5. To follow directions UMA / UBA and implement them.
6. To coordinate third party audit essence by Government.

COM.NO.23/A.Y. 2022-2023

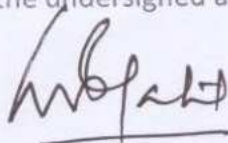
2nd August 2022

CIRCULAR

The **Professional Association Co-ordination Committee** is reconstituted and will continue till the end of A.Y. 2022-2023. The members of the committee are as follows:

Sr. No.	Name of the Member	Department	Designation	Mobile No.
1	Dr. B A Danawade	Mechanical Engineering	Chairperson	9822730639
2	Dr. Y R Kulkarni	Civil Engineering	Member Secretary	8888381056
3	Dr. S P Tekade	Chemical Engineering	Member	7083848408
4	Dr. A D Bhosale	Civil Engineering	Member	9421232667
5	Dr. R R Bane	Computer Engineering	Member	9422632740
6	Dr. S R Khedekar	EXTC Engineering	Member	9403573999
7	Prof. Chetan Shinde	ASH	Member	8087567795

Committee should conduct three meetings in every semester and as & when required. The Committee shall work under overall supervision and guidance of the team leader Academics. Chairperson/Convener/Member Secretary should maintain the record of minutes of meetings and produce to the undersigned as and when required.

PRINCIPAL


cc: All GIT Staff

Encl: Role and responsibilities



Role and responsibilities:

- | |
|---|
| 1. To co-ordinate at institute level relationship between professional bodies and various programs. |
| 2. To organize and co-ordinate with the help of professional bodies such professional events as may be deemed fit |
| 3. To secure annual or life membership of various professional bodies in co-ordination with heads of departments/program heads. |
| 4. To ensure participation of students in events organized by professional bodies. |
| 5. To establish student chapters of various professional bodies in co-ordination with heads of departments. |
| 6. To apply and secure funds from professional bodies for organization of training programs/workshop/seminar/FDP/STTP. |
| 7. To co-ordinate with heads of the departments for inculcating spirit of professional enrichment of students through project based activities and to ensure involvement of professional bodies in such activities. |
| 8. To ensure participation of students at National level in quiz/competitions/paper presentation/poster presentation. |
| 9. To organize guest lectures of eminent persons in co-ordination with professional bodies. |

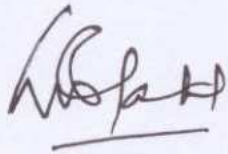
COM.NO.24/A.Y. 2022-2023

2nd August 2022**CIRCULAR**

The **Placement Committee** is reconstituted and will continue till the end of A.Y. 2022-2023. The members of the committee are as follows

Sr. No.	Name of the member	Department	Designation	Mobile No.
1	Prof. J V Mapara.	Placement & Training Cell	Chairperson	9028809012
2	Prof. A V Phanse	Mech. Engg.	Member	8149250413
3	Prof. V D Kamble	Civil Engg.	Member	8698640430
4	Prof. S S Tathare	Comp. Engg.	Member	9422570804
5	Prof. P L Warak	ExTC. Engg.	Member	8550934650
6	Dr. N A Kolekar	ASH	Member	9421309403

Committee should conduct at least one meeting in every month and as & when required. Chairperson/Convener/Member Secretary should maintain the record of minutes of meetings and produce to the undersigned as and when required.

PRINCIPAL

cc: All GIT Staff

Encl: Role and responsibilities



Role and responsibilities:

1. To help TPO for smooth execution of campus placement in online/offline mode by arranging and managing activities related to it.
2. To collect student data and complete campus placement registration process of interested students via online/offline process.
3. To take the undertaking of the students who are not willing to appear for campus placement.
4. To maintain documents required for NAAC/NBA i.e. offer letter / joining letter / appointment letter of the students of their respective department year wise.
5. To maintain documents required for NAAC/NBA i.e. Higher studies/Entrepreneurship/Govt. job of the students of their respective department year wise.
6. To help TPO for arranging different training programs on a timely basis as directed by TPO/HOD.
7. To arrange alumni talk/technical talks of the experts as directed by TPO/HOD.
8. To encourage students for soft skill development / technical skill development via online/offline program
9. To maintain a record of each TPO activity given by TPO cell department wise.
10. To visit industries along with TPO as and when required for strong industry liasoning.
11. To encourage students for summer and winter internships and maintain its record years wise at their respective department.

CIRCULAR

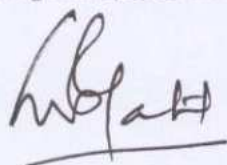
The **Risk Analysis & Compliances Committee** is reconstituted and will continue till the end of A.Y. 2022-2023. The members of the committee are as follows

Sr. No.	Name of the Member	Designation	Mobile No.
1	Dr. B A Danawade	Chairman	9822730639
2	Dr. S K Patil	Member	9767503463
3	Dr. S J Kulkarni	Member	9664213953
4	Prof. M S Gadre	Member Secretary	9422631677

The Committee is formed to look after:

- Risk & mitigation of risk in respect of compliances related to statutory and regulatory agencies.
- Timely complying with regulatory agency mandates in respect of uploading of data, undertakings that need to be given, compliance reports to be filled, etc.
- Making of policy in respect of mandatory/recommendatory compliances.
- Monitoring the action taken in respect of compliance.
- Timely seeking directions from the Management in respect of pecuniary implications.
- Timely filing of reports about action taken by the persons responsible for taking action.

PRINCIPAL



COM. NO. 06/ 2022-2023

2nd August 2022

CIRCULAR

The **Research, Innovation & Incubation and Entrepreneurship Cell (RIIE Cell)** is reconstituted and will continue till the end of the Academic year 2022-2023. The committee has been formed for all outreach activities related to Start-up & Entrepreneurship work. Following are the members of the committee.

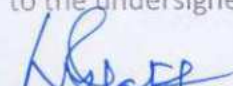
1. **R & D Committee**

Sr. No.	Name of Staff	Department	Designation	Mobile No.
1.	Dr. S J Kulkarni	Chemical Engg.	Dean – R & D	9664213953
2.	Dr. V R Khalkar	Mechanical Engg.	Chairman	9421851695
3.	Prof. M S Satpute	ASH	Member	9421232539
4.	Prof. S M Teli	Chemical Engg.	Member	8888318656
5.	Prof. M A Khandke	Computer Engg.	Member	9552711772
6.	Prof. S K Muchande	ExTC Engg.	Member	8379847773
7.	Dr. Y R Kulkarni	Civil Engg.	Member	8888381056

2. **Innovation & Incubation and Entrepreneurship Committee**

Sr. No.	Name of Staff	Department	Designation	Mobile No.
1.	Dr. S J Kulkarni	Chemical Engg.	Dean – R & D	
2.	Prof. J V Mapara	Training & Placement Officer	Chairman	9028809012
3.	Prof. P V Oak	Computer Engg.	Member	9403361326
4.	Prof. R G Nalwala	Chemical Engg.	Member	9987428728
5.	Prof. V D Kamble	Civil Engg.	Member	8698640430
6.	Prof. P L Warak	ExTC Engg.	Member	8550934650
7.	Prof. P N Jadhav	Mechanical Engg.	Member	9763861133
8.	Prof. S A Howal	ASH	Member	9503569935

They should also conduct the meeting twice a semester and should report to the undersigned. Chairperson should maintain the record of minutes of meeting and produce to the undersigned as and when required.


PRINCIPAL

cc : All GIT Staff

Encl: Role and Responsibilities



Roles & Responsibilities of R & D Committee

1. To facilitate and promote quality research in the institute.
2. To coordinate and facilitate submission of research project proposals to various funding agencies by Principal Investigators and internal monitoring.
3. To provide necessary guidance and encourage teachers/researchers to write research project proposals.
4. To liaison with relevant national/regional agencies/organizations/group/ individuals for financial support and promotion of quality research in the Institute.
5. To encourage innovative/creative ideas, start-up projects.
6. To prepare an annual research report and identify the initiatives to be taken for promoting/maintaining quality of the research work.

Role and Responsibilities of Innovation & Incubation and Entrepreneurship Committee

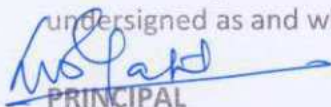
1. Develop and execute strategy for outreach, hunting, attracting, and onboarding deserving and qualified innovative entrepreneurs, and start-ups.
2. Designing & managing Incubation and Acceleration programs.
3. Provide high-quality coaching and advisory support to entrepreneurs.
4. Good understanding of the social entrepreneurship ecosystem.
5. Qualify and evaluate applicants for creativity, innovation, acceleration and investment stage.
6. Manage the day-to-day interaction with the Incubates.
7. Provide support to entrepreneurs across ideation, acceleration, investment and scale-up stages.
8. Ensure tight management of milestones and progress of entrepreneurs and start-up companies
9. Guide & support start-ups for fundraising activity.
10. Develop, execute and own an operational and engagement strategy for the entire community including donors, start-ups, investors, corporate, mentors, advisors and domain experts.
11. Provide continued strategic guidance to entrepreneurs in areas such as business modelling, sales and marketing, financing, fundraising, overall strategy, operations etc.
12. Be the switchboard for entrepreneurs to access relevant resources and connections.

CIRCULAR

The “Sports & Gymkhana Committee ” is reconstituted and will continue till the end of A.Y. 2022-2023. The members of the committee are as follows:

Sr. No.	Name of the member	Department	Designation	Mobile No.
1	Prof. C.S. Shinde	ASH	Chairperson	7507239205
2	Prof. R G Nalwala	Chemical Engineering	Jt. Chairperson	9987428728
3	Prof. S A Howal	ASH	Member	9503569935
4	Prof. P N Jadhav	Mechanical Engineering	Member	9463861133
5	Prof. (Mrs.) J V Khalkar	Computer Engineering	Member	7350998144
6	Prof. S N Pandharkame	ExTC Engineering	Member	9029738833
7	Mr. S G Bhole	General Admn.	Member Secretary	9921877334
8	Mr. H S Pawar	Civil Engineering	Member	9421228320
9	Mast. Shubham Shinde	Student Rep. – BE Computer	Member	9067810595
10	Mast. Jayesh Kocharekar	Student Rep.- BE Chemical	Member	9022211594
11	Ms. Guri Kanade	Student Rep. – BE Chemical	Member	7821011469
12	Ms. Anushka Shitap	Student Rep. – BE Computer	Member	8459920640

Committee should conduct atleast two meetings in every semester and as and when required. Co-ordinating Officer should maintain the records of minutes of meetings and produce to the undersigned as and when required.

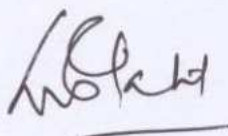

PRINCIPAL



CIRCULAR

The **Core Admission Committee** is reconstituted and will continue till the end of A.Y. 2022-2023. The members of the committee are as follows

Sr. No.	Name of the member	Designation	Designation
1	Principal	General Administration	Chairman
2	Dr. B A Danawade	HoD (Mechanical Engg.)	Member
3	Dr. A D Bhosale	HoD (Civil Engg.))	Member
4	Dr. S P Tekade	HoD (Chemical Engg.)	Member
5	Dr. S R Khedekar	HoD (ExTC Engg.)	Member
6	Dr. R R Bane	HoD (Comp. Engg.)	Member
7	Dr. A K Mangore	Associate Professor, Admission Committee Head.	Member
8	Prof. Chetan Shinde	HoD (AS&H)	Member
9	Prof. M S Gadre	Registrar	Member
10	Prof. T L Iltapawar	Asst. Professor (Computer Engg.)	Member
11	Mr. D D Shembekar	Academic Section, General Administration	Member
12	Mr. J K Patil	Management Representative	Member

PRINCIPAL



The Committee will work for college admission process as per the rules laid down by University of Mumbai, DTE-Maharashtra State, State CEL Cell/Admission Regulating Authority-Maharashtra State and AICTE, etc. Admission SOP will be followed.

The role of the committee is to design and approve the strategy to be adopted to increase admissions in their respective branches and recommend a budget for the same.

Sl. No.	Name of the Branch	Present Admission	Target Admission
1	B.A. (Hons.)	10	15
2	B.A. (General)	20	25
3	B.A. (Political Science)	15	20
4	B.A. (Sociology)	10	15
5	B.A. (Economics)	10	15
6	B.A. (History)	10	15
7	B.A. (English)	10	15
8	B.A. (Philosophy)	10	15
9	B.A. (Psychology)	10	15
10	B.A. (Mathematics)	10	15
11	B.A. (Computer Science)	10	15
12	B.A. (Information Technology)	10	15
13	B.A. (Biotechnology)	10	15
14	B.A. (Nanotechnology)	10	15
15	B.A. (Space Science)	10	15
16	B.A. (Environmental Science)	10	15
17	B.A. (Health Science)	10	15
18	B.A. (Sports Science)	10	15
19	B.A. (Management)	10	15
20	B.A. (Finance)	10	15
21	B.A. (Marketing)	10	15
22	B.A. (Human Resources)	10	15
23	B.A. (Operations)	10	15
24	B.A. (Logistics)	10	15
25	B.A. (Supply Chain Management)	10	15



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