



**Function of various committees A.Y. 2025-2026**

Sr. No	Name of Committees	Functions
1	<b>College Development Committee</b>	<ul style="list-style-type: none"> <li>• Prepare the institute's overall teaching programme or academic calendar.</li> <li>• To review the examination results of all the program.</li> <li>• Specific recommendations are made to management regarding college research and consulting activities.</li> <li>• Recommended and take action to use an effective use of ICT in campus</li> <li>• Prepare financial budget of the college and the same for approval</li> <li>• Review the IQAC Report and change suitable action or recommendation</li> <li>• Track all activity of students and staff regarding undisciplined / or other activity which is harmful for the institute.</li> </ul>
2	<b>IQAC</b>	<ul style="list-style-type: none"> <li>• Development and application of quality benchmarks.</li> <li>• Parameters for various academic and administrative activities of institution.</li> <li>• IQAC is formed and approved by the Governing body to take care of quality assurance strategies and process.</li> <li>• Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.</li> <li>• Collection and analysis of feedback from all stakeholders on quality-related institutional processes.</li> <li>• Documentation of the various programmes/activities leading to quality improvement.</li> <li>• Periodical conduct of Academic and Administrative Audit and its follow-up.</li> </ul>
3	<b>Academic Monitoring Committee Academic Planning Committee</b>	<ul style="list-style-type: none"> <li>• To formulate scheme for students development, training etc.</li> <li>• For counseling of a group of students including slow learner and implementation scheme for them.</li> <li>• Monitor different quality initiatives such as academic audit, Faculty development scheme students performance etc.</li> </ul>



4	<b>Training and Placements</b>	<ul style="list-style-type: none"> <li>To enhance and foster industry-institution relationship.</li> <li>To facilitate industrial training for students, internship programs and students' study tour programs</li> <li>To promote participation of industry personnel in the development of students knowledge &amp; high quality student projects</li> <li>To arrange industry visits and industrial training for the faculty and students of our institution at B.Pharm.</li> </ul>
5	<b>Grievance Redressal Cell</b>	<ul style="list-style-type: none"> <li>To create awareness about grievance and redressal committee</li> <li>Encourage the students to express their grievance freely and frankly</li> <li>Advising students of the college to respect the rights and dignity of one another</li> <li>To guide ways and means to the students to redress their problem</li> </ul>
6	<b>Anti-ragging Committee</b>	<ul style="list-style-type: none"> <li>To consider the complaints received from students and conduct necessary process</li> <li>Conduct workshop against ragging means</li> <li>To create awareness among the students about anti ragging</li> <li>To take all the necessary measures for prevention of ragging inside the campus.</li> </ul>
7	<b>Anti-Sexual Harassment Committee / Gender Sensitization Committee</b>	<ul style="list-style-type: none"> <li>Providing protection to women's against sexual harassment at the work place.</li> <li>To prevent sexual harassment.</li> <li>To provide redressal mechanism for complaints relating to sexual harassment at the work place.</li> </ul>
8	<b>Library committee</b>	<ul style="list-style-type: none"> <li>The committee looks after the upgradations of the library resources for providing benefits both to the faculty members as well as students.</li> <li>It also gives its recommendation for purchasing of</li> <li>journals and books etc.</li> </ul>



**PRESIDENT**

**Smt. Shobhatai D. More**  
Tele Fax : Ph.02564-232685 (R)

**NAAC Accredited Grade "B"**

**FOUNDER PRESIDENT**

**Late. Dr. Dileep More**

<b>9</b>	<b>Student council committee</b>	<ul style="list-style-type: none"> <li>To establish and maintain discipline in the college.</li> <li>To gather and work upon different view points from the students regarding various issues/ activities been carried out in the college.</li> <li>To play a major role in organizing various extra-curricular activities in the field of cultural as well as sports activities.</li> <li>To take an active part in arranging health camps, diagnostic camps, blood donation camps &amp; various social awareness camps.</li> </ul>
<b>10</b>	<b>Purchase committee</b>	<ul style="list-style-type: none"> <li>The committee was founded to oversee the financial needs of the many departments, the funds involved in activities and celebrations, other administrative objectives, and the college's infrastructure needs.</li> </ul>
<b>11</b>	<b>Cultural and Sports committee</b>	<ul style="list-style-type: none"> <li>To plan and schedule cultural events in the institute.</li> <li>To organize and coordinate intra and inter collegiate cultural events.</li> <li>To encourage the students to participate in sports events at various levels and to provide the students with facilities requires playing sports.</li> <li>To carry out annual Cultural meet in an academic year.</li> <li>The schedule of events is prepared and communicated to all staff and students by displaying on the notice board.</li> <li>To maintain records of cultural and sports activities.</li> </ul>
<b>12</b>	<b>Media cell</b>	<ul style="list-style-type: none"> <li>Providing exclusive coverage of all the students activities, cultural events, guest lecture, alumni meet, social work being held in campus.</li> <li>Managing various platform for external communication like Facebook, Twitter etc</li> <li>Content writing in the form of articles report for all the students and campus related activities</li> <li>Build co-ordial relation with print and digital media for coverage of the events held during academic year</li> </ul>
<b>13</b>	<b>Women Empowerment Committee</b>	<ul style="list-style-type: none"> <li>To create environment through which full development of women to enable them to realize their potential</li> <li>To promote a culture of respect and equality for female gender.</li> <li>To organize awareness programs on gender sensitization.</li> <li>To conduct seminars and workshop to impart knowledge of opportunities and tools available and</li> </ul>



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		train the women.
<b>14</b>	<b>Alumni Committee</b>	<ul style="list-style-type: none"> <li>To encourage members to take active interest in the activities / progress of their alma mater.</li> <li>Donate books to library.</li> <li>To promote career guidance, interaction with industry and quality education</li> <li>To keep alumni informed about their alma mater.</li> </ul>
<b>15</b>	<b>Anti-Discriminative Cell</b>	<ul style="list-style-type: none"> <li>This cell will look after the related matters (if any) of depriving a student / staff or group of students on the basis of caste, creed, language, ethnicity, gender, different ability.</li> <li>The Committee will receive complaints from the affected students in terms of discrimination of caste, creed, religion, language, ethnicity, gender, disability and conduct a proper enquiry, and submit a detailed report for suitable action.</li> <li>This cell protects the rights of individuals without any prejudice to their appearance or lifestyle in the process of learning inside the campus and promote for academic growth.</li> </ul>
<b>16</b>	<b>Examination Committee</b>	<ul style="list-style-type: none"> <li>The exam section committee will decide the rules and regulation of internal exam section.</li> <li>Committee has power to do any change in the exam pattern if required.</li> <li>The exam section co-ordinator will decide the internal exam dates and get it approval by Academic head and Principal.</li> <li>If any discrepancies occur then committee will give the final decision.</li> </ul>



  
**PRINCIPAL**  
Jijamata Education Society's  
College of Pharmacy  
Waghoda Road, Nandurbar