

MPVP'S

Vilasrao Deshmukh Law College, Pune

Committees of College

Academic Year 2023-24

Sr. No.	Name of the Committee	Member/Chairperson	Functions of Committee
1	Admission Committee	Mrs Vaishnavi Desai Ugale(Chairperson) Asst Prof Shraddha Nigade Ms Gauri Salunkhe Mr Shubham Gadaldwad	It shall be the responsibility of this Committee: To oversee screening of students seeking admission in the College. To keep a track of all notifications of DHE. To verify the documents of the students seeking admissions as per the CET requirements. To follow up the queries remaining in the documents of students.
2	Prospectus, Website, E-Publicity, Online Admission Process Committee	Mrs Vaishnavi Desai Ugale (Chairperson) Asst. Prof. Shraddha Nigade Mr Shubham Gadaldwad	It shall design and approve the College Prospectus. It shall decide on the grouping of subjects and courses offered by the College. It shall work out the rules and regulations of the college to be printed on the prospectus in consultation with the principal of the College.

			<p>To arrange the online admissions through Vriddhi Software.</p> <p>To prepare and distribute I-Cards</p> <p>To update the college website.</p> <p>To ensure publicity of the college in all media.</p>
3	Examination Committee	<p>Mrs Vaishnavi Desai Ugale (CEO)</p> <p>Asst. Prof. Shraddha Nigade</p>	<p>C. E. O. shall be responsible for making all arrangements necessary for holding university examinations.</p> <p>The committee shall be responsible for making all arrangements necessary for holding internal examinations, and evaluation.</p> <p>All Class Teachers are responsible for the online submission of the marks given in internal exams.</p> <p>First Year Class Teachers are also responsible for the preparation of results.</p>
4	AISHE, MIS & NIRF, ATAL Innovation Ranking Committee	Mr Shubham Gadwalwad	<p>To upload college data in prescribed format on AISHE website.</p> <p>To prepare proposals for NIRF ranking and do necessary steps to receive rank.</p>
5	Library Advisory Committee	<p>Mrs Vaishnavi Desai Ugale (Chairperson)</p> <p>Mr Shubham Gadwalwad</p>	<p>The committee shall administer, organize and maintain the Library, print and electronic material and related services of the college. The committee shall provide for</p>

			proper organization and support for the functioning of the Library documentation services and maintenance of records. It shall provide the approach and operational plan for the improvement of Library and documentation services. prepare the annual budget and proposal for development of Library. submit the annual report on the functioning of the Library.
6	Anti-Ragging & Discipline Committee	Mrs Vaishnavi Desai Ugale (Chairperson) Asst. Prof. Shraddha Nigade (Co-ordinator) Asst. Prof. Anosh Londhe (Faculty Member) Mayur Papal (Student Member) Amruta Pawar (Student Member)	<p>The Committee shall insure that discipline is adhered to 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.</p> <p>The Committee shall decide on disciplinary matters pertaining to Students and Staff in consultation with the Principal.</p> <p>Set mechanism for prevention of ragging of students of the college.</p> <p>Ensure that all students have filled the online anti-raging form.</p>
7	Sports Advisory Committee	Mr Shubham Gadwalwad	<p>The Committee shall cultivate excellence in various domains of sports and also to promote a spirit of healthy competition. The committee shall handle all matters related to sports activities participated by the college. It shall be the custodian of all Sports item under the possession of the college and</p>

			accordingly maintain an inventory for the same.
8	Students' Grievance Redressal Cell	Mrs Vaishnavi Desai Ugale (Chairperson) Asst. Prof. Shraddha Nigade Asst. Prof. Shrirang Aurangabadkar	To resolve the Grievances of Students and to suggest to the higher authorities' different ways and means to minimize and prevent such grievances. The functional mechanism of working of Students Grievance Redressal Cell shall be as prescribed by Statutes, prepared in accordance with the provisions of the University Grants Commission (Grievance Redressal) Regulations, 2012, or any other regulations for the time being in force.
9	Students' Development Cell	Asst. Prof. Shraddha Nigade (Chairperson) Mr Shubham Gadwalwad	To assist students on the issues and difficulties in various facets related to their day to day life and other aspects connected with their academic world, personality development and healthy campus life. To ensure smooth functioning of the Earn and Learn Scheme. To organize various activities as prescribed by the Board of Student Development, Savitribai Phule Pune University.
10	Women's Cell (PUSH)	Mrs Vaishnavi Desai Ugale (Chairperson) Asst. Prof. Shraddha Nigade	To organize programmes related to problems of girls. Set mechanism for prevention of sexual harassment of teachers, employees, students of the college and redressal of grievances relating to sexual

			harassment, incidences and penalty for those who indulge in sexual harassment, in accordance with the provisions of the Sexual Harassment of Women at Work place (Prevention, Prohibition and Redressal) Act, 2013.
11	Vaad-Vidhi Samiti	Asst. Prof. Shraddha Nigade(Chairperson)	The Committee shall organize intra-collegiate as well as inter collegiate activities to enhance the Mooting, Oratory and Debating skills of the students. The Committee shall conduct periodic meetings with the students and mentor them for various intercollegiate events to enhance the representation of the college outside.
12	NSS Committee	Mr Shubham Gadalwad (Chairperson) Asst. Prof. Shraddha Nigade Mr Javed Jamadar (Student Co-ordinator)	The College NSS unit shall function according to the specified Guidelines laid down by the NSS.
13	Legal Aid Committee	Mrs Vaishnavi Desai Ugale (Chairperson) Asst. Prof. Shraddha Nigade	Organizing Legal Aid Camp, Legal Aid Cell, Authorization from National Legal Services Authority
14	Cultural Committee	Dr. Ananya Bibave (Chairperson) Dr. Abhijeet Dhere Asst. Prof. Kaustubh Ghate	To conduct the College Annual Social Gathering (Annual Adjournment) and all other cultural events