


2.5.2

Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

Some Circulars from University

Scpteachersinfo
appunit2017

University of Mumbai



URGENT/BY HAND
APPOINTMENTS UNIT,
EXAMINATIONS SECTION,
VIDYANAGARI,
SANTACRUZ (EAST),
MUMBAI - 400 098.

Tel. 2652 6204 / 2652 6091 Ext. 416.

No. Exam./App./ 783 / of 2019

CIRCULAR :-

The Director/Heads of University Teaching Department, Co-ordinator, University Sub-Centre, the Principals of the affiliated Colleges of the University of Mumbai, Directors of the Recognized Institutes are hereby informed that the **Appointments Unit of Examination Section** had developed the **software about teachers' information** in the year 2017 and now it is updated with new Course code, subject code and college code., which will be used for the purpose of assessment and other examination work.

You are hereby requested to ask your office to update the teachers' information, as per below mentioned steps:

STEP ONE : LOG ONTO UNIVERSITY WEB SITE www.mu.ac.in

STEP TWO : To open the software by clicking link [APPOINTMENT UNIT EXAM \(TEACHER'S INFO\)](#) on Home Page of the University.

STEP THREE : Click "New User" to register your college

STEP FOUR : Read the Software Guide carefully and "click to Register"


STEP FIVE : Now you can start Registration. There is pre-loaded Department/College Name. Search it. If Department/College name is not appearing, then go to Add New by Drop down. At the end of this page, software will ask you for password. Use "appunit2017" as a first time password, then change the password.

STEP SIX : UPDATE THE TEACHERS INFORMATION

The examinations of Second Half has been already started and assessment of the same with OSM system will be carried out immediately. Therefore, this information is required urgently, but not later than 10 days from the issue of this circular.

You are therefore, requested to treat this as most urgent. Please note that there will be no reminder call from the University side and if any college fails to submit the same, matter will be reported to the University Authority, as well as, to the Government Authorities.

Mumbai - 400 098
24th July, 2019.


(Dr. Vinod Patil)
Director
Board of Examinations & Evaluation

To,

The Director/Heads of University Teaching Department, Co-ordinator, University Sub-Centre, the Principals of the affiliated Colleges of the University of Mumbai, Directors of the Recognized Institute.


FORMAT OF THE REPORT TO BE MADE BY THE EXAMINATION SQUAD TO THE VICE-CHANCELLOR

1. Date and time of the visit } _____
2. Name of the College (Centre) } _____
3. Name of the examination/s being conducted at the College } _____
4. Subject of the examination on the day of the visit } _____
5. Whether the Vigilance Squad got easy access to the Centre } _____
6. Whether the seals affixed on the packet of the question paper were in tact at the time of opening 15 minutes before the examination. (A separate report be attached, if necessary) } _____
7. Whether the certificate of opening the questions paper pasted on the packet/s of the sealed question papers was/were signed by the Chief Conductor/Sr. Supervisors. } _____
8. Whether appointments of Jr./Sr. Supervisors were made in accordance with the rules of the University and whether each of them were issued with appointment letters. } _____
9. Whether Joint Chief Conductor was present and whether he has performed his duties as assigned. } _____
10. Whether seating arrangements of the candidates were made properly keeping safe distance between the two examinees, (a separate sheet may be attached, if necessary) } _____
11. Whether the examination was being conducted in a fair manner. } _____
12. Instances of malpractices/unfair means noticed. (separate sheet may be attached, if necessary) } _____
13. Whether, on conclusion of the examination, seals were affixed on the bundles of the written answer-books of the examinees, as per the rules of the University. } _____
14. Whether the inventory of blank and daily used Answerbooks is maintained by the Centre as per the instruction. } _____

SIGN : _____ SIGN : _____ SIGN : _____

NAME : _____ NAME : _____ NAME : _____



Received	CIRCULAR:-
Date	24/04/2019
Inward No.	22
File No.	
Signature	

The Directors/Heads of the University Departments, Conducted Institutions, Principals/Deans of the constituent/Recognized/Affiliated Colleges and Heads of the Recognized Post-Graduate Institutions are hereby informed that the University is appointing members on the Vigilance Squad to monitor the smooth conduct of examinations and curb the Unfair means/malpractices at the various examinations. They are, therefore, requested to extend their full co-operation and provide following facilities to members of the Vigilance Squad.

1. The Principal/Directors/Heads of the Institutions will be the Chief Conductor of the Examinations Centres who should not leave the centre without prior permission of the Hon'ble Vice-Chancellor.
2. The member of the Vigilance Squad should get an unit uninterrupted to the Examination Hall / Centre.
3. There should not be any obstacle for the Squad members to suddenly enter into any block of the examination centre.
4. No college staff should be allowed to move around the examination hall unless and until instructions are given by the squad members or under the exceptional circumstances prevailing at the time.
5. The member of the Vigilance Squad will prepare the visit report which will be shown to the Chief Conductor who will put his/her signature in token thereof with seal of the college and date to enable the Vigilance Squad to submit its report to the Vice-Chancellor.
6. Malpractices detected by the members of Vigilance Squad, be reported to the Chief Conductor in the format accompanied [one copy to be submitted to the University with Report] and the Chief Conductor/Sr. Supervisor/Principal will be responsible to complete the process under O.5050 and inform to the University accordingly.
7. The Chief Conductor/Principal should also issue certificate stating that the Squad has paid the visit at their Centre. (Format enclosed).
8. It may be noted that the Squad is permitted to make multiple visits even on the same day, if they desire and feel necessary.
9. Faculty Members appointed on Vigilance duty need not be asked to report to their respective Colleges during tenure allotted to them.
10. The members of the Vigilance Squad shall not be assigned any examination or any other work in the college and be relieved immediately to join the squad.
11. The Chief Conductor of the Examination Centre is also requested to keep record of the stock of Answerbooks/Supplements and make inventory of used and unused spoiled answerbooks systematically. Maintain a Register showing these particulars to the members of Vigilance Squad in the proforma prescribed.
12. Record of supplements issued to the students may be prepared in duplicate for every subject of the block of examination hall and one copy be enclosed with the block of subjectwise answerbooks.
13. While reporting the cases under O.5050, a copy of question paper be enclosed. If possible, particular question number may be mentioned where the copy is suspected.
14. Appointment of Jr./Sr. supervisors may be made as per University rules and they should be issued proper appointment letters. The information of these appointments be made available to vigilance squad members and the supervisors should display their identity for appointment to the work.
15. To avoid inconvenience to disabled students, Principal should provide a list of such candidates in their respective centres, to the member of vigilance squad.

PMF-
Hajshaye,
for
informants.
27/04/2019

--2/-



(Handwritten signature)

(Dr. R. G. Jadhav)
Principal

Patpanhale Education Society's
Patpanhale Arts, Commerce & Science College,
Patpanhale, Tal. Guhagar, Dist. Ratnagiri (M.S.)

University of Mumbai



-2-

16. While reporting the cases under O.5050 for use of electronic gadgets and instruments such as Mobile Phone, Smart Watch etc. or carrying Mobile Phone in the exam hall, the precaution is to be taken to mention, the Model and Model Number, Mobile Number, of the Phone Holder and the Name of Company of which the sim card is inserted.
17. Do not detach the candidates sheets (Part-I) of the answer book/s of the candidate/s who is found guilty of such candidates and arrange to send answerbooks resorting unfair means at the University Examination in the separate envelope mentioning thereon copying cases under O.5050 on the envelope alongwith all the necessary copying material confiscated at the examination centre.
18. As per the new system of bar coded answer book which has been introduced for all the examinations held in First Half of 2019 and thereafter which will be made applicable to all the examinations to be held in future. In order to avoid administrative difficulties the Principal/Chief Conductors are advised to
1. Sign and Mark the answerbook as "Suspected Unfair Means Case" by the Jr. Supervisor without confiscating it.
 2. Allow the examinee to continue writing his exam in the same answerbook after taking his statement and undertaking in the given format.
19. While reporting unfair means case/s The Principal/Chief Conductor is advised to ensure that the reports of the Jr. and Sr. Supervisor are diligently made stating the precise nature of the unfair means alleged and the time of the incidence alongwith the written statement and undertaking duly signed by the examinee alleged to have resorted to unfair means. The required formats for the same have been provided and/or available on the university website mu.ac.in.
20. The members of Vigilance Squad shall visit to centers about one to one and half hours of downloading of Question Papers.
21. The members of Vigilance Squad are expected to preferably visit a given exam centre about one and half hours prior to the beginning of the given exam and/or half an hour to the end of the given exam.
22. **"NO COPY BE HAPPY"** slogan be brought to the Notice of the candidates by giving wide publicity in **Class Room** as well as in **College Campus**.
- The instructions given in the circular be scrupulously followed.

*Seen
New Rules*

Mumbai - 400 098.
12th April, 2019

Vinod
(Dr. Vinod Patil)
Director
Board of Examinations and Evaluation

University of Mumbai



Circular :-

1. IN THE HIGH COURT OF JUDICATURE AT BOMBAY (O.O.C.J.)
Writ Petition No. 1208 of 2017 order dated 8th February, 2017
2. Circular No. UG/01 of 2014 dated 5th May, 2014.

Attention is invited to the Ordinance O.6086 relating to the attendance for learners issued vide referred circular of the University and subsequent order passed by the Hon'ble High Court Bombay dated 8th February, 2018 in referred Writ Petition and all the Directors / Heads of the University Departments / Institutions, Principals/Directors of affiliated Colleges/recognized Institutions, Directors/ Coordinators of University Sub Centre's at Thane and Ratnagiri are hereby informed as per the said order of the Hon'ble High Court to bring the Judgment for Kind perusal amongst member of Attendance Redressal Committee with a request to note the contents thereof and follow the same in the matters that would come up before them in future till further order.

Para No. 17 of the said judgment is reproduced below for your kind perusal.


17. "Upon applying first principles, we have already come to a considered conclusion that, as a rule there has to be an average attendance of 75 % and minimum 50 % in each of the subjects. The same can be condoned by the Principals of the colleges on the recommendation of the Attendance Committee on Verifying genuineness of the grounds which are also mentioned in the said ordinance. In so far as the contention of Mr. R.A. Rodrigues that the Respondent No. 2 being an Appellate Authority is a supreme authority and therefore its powers are higher than ordinary authority is concerned, in our considered view the said contention is also liable to be rejected. It is settled principle of law that appeal is creator of statute. The Appellate Authority would have the powers given to it under the statutory provisions. The Perusal of the ordinance would not reveal that the Appellate Authority has been bestowed with a Power to condone further absence which would go below 50 % of an average. The power of the Appellate Authority would only be restricted to find out as to whether the original authority while exercising its power under clause (4) has acted within the parameters of clause (4) or not. It cannot go beyond the provisions of clause. (4) In any case,. While

University of Mumbai



dealing with the provisions which the academic matters/ one should take into consideration as to what would be in the academic interest. The ordinance are made to ensure that the academic standards of the students rise and not with the object of deteriorating the academic standards".

Mumbai – 400 032
26th March, 2018


I/C Off Director,
Board of Examination & Evaluation

To,

Directors/Heads of the University Departments/ Institutions,
Principals/Directors of affiliated Colleges/recognized Institutions, Directors/
Coordinators of University Sub Centre's at Thane and Ratnagiri

(A) Copy forwarded with compliments for information to

1. Hon'ble members of Attendance Grievances Redressal committee in the faculties of Science & Technology, Commerce & Management, Humanities, and Interdisciplinary studies.
2. Deans of all faculties
3. Chairman / Chairpersons of various Board of Studies and Ad-hoc Boards of Studies.

(B) Copy forwarded for information and necessary action.

1. The Registrar, University of Mumbai
The Directors, C.C.F. Examination Section.
3. All Deputy Registrars, Examination Section.
4. The Deputy Registrar, UG/PG.
5. The Deputy Registrar, RTI & Grievance Cell.
6. The Deputy Registrar, (Public Relations) Fort
7. The Public Relations Officer, Examination Section.
8. All Assistant Registrars of Result Units, Examination Section.

University of Mumbai



Examination Section,
CAP Cell,
Mahatma Jyotirao Phule Bhavan,
Vidyanagari, Santacruz (E),
Mumbai - 400098

COE/ICC/2016-17/10

CIRCULAR:

The Heads/Directors of the University Departments, the Principals of the affiliated Colleges, Heads of the recognized Institutions, Professor-Cum-Director, Institute of Distance Education, Assistant Registrar, University Sub-Centre at Ratnagiri & Thane and the Chief Conductors / IT Coordinator at various examination centers are hereby informed that the University has provided the Telephone nos. for solving the queries / problems as per the following table.

They are, therefore, requested to contact on the following contact Nos. only to solve the queries / doubts relating to the various Examinations.

Query Related Contact Nos.

Sr. No.	Particular's	Section / Unit		Telephone Nos.
1	Operator EBABX No.	General Inquiry		26543300 /26543000
2	Dispatch Unit	Assistant Registrar	Shri Sunil K.Khatele	9869943074
		Superintendent	Shri. Rajendra G. Pagare	9320071020
		Head Clerk	Shri Prata S. Gaikwad	8237187402
		Head Clerk (Room No. 10) (Godown)	Shri Kailas Naik	9869687807
3	CAP Cell	Offg. Deputy Registrar	Smt. Sujata S. Nawale	9869480770
	(Commerce Faculty)	First Floor	Office No.	2543036/2543035
		I/C Assistant Registrar / Superintendent	Shri. Eknath N. Bhivgaje	9594054934
		1.Sr. Clerk (B.COM)	Shri. Arun A. Pawar	9867608243
		2.Sr. Clerk(BMS)	Shri. Ashok Mahadik	8097415760
		3.Jr. Clerk(M.COM)	Shri. Datta Shinde	7208006254
		4.For Reporting after assessment over	Shri. Vilas Kadam	7208006250
	(Faculty of Law)	1.Sr. Clerk	Shri. Charu Chakrarty	8652328530
		2.Jr. Clerk	Shri. Alok Kailas Bachhav	8655136927s
		Second Floor	Office No.	2543034/2543037/2543038 Acct. section : 2543289
	(Science Unit)	Superintendent	Shri. Shivajirao Unauane	9969981321
		Sr. Clerk	Shri. Dhamnaskar	9869302947
		Sr. Clerk	Smt. Vaidahi Jadhav	8767285779
		Jr. Clerk	Shri. Arun Gaikwad	9850873632
		Third Floor	Office No.	2543033/(022)26530279
	(Arts Unit)	Assistant Registrar	Shri. Arun V. Gaikwad	7208006258
		Head Clerk	Smt. Rajshree Mishra	9167297893
		Sr. Clerk	Shri. Prakash D.Gurav	9820583548
		Jr. Clerk	Shri. Yogesh H. Raut	8796447710
		Fouth Floor	Office No.	26543041
	(Engg. Unit)	Head Clerk	Smt. Sweta Vaidya	26543041
		Sr. Clerk	Shri. Vilas Karande	9967129677
		Jr. Clerk	Shri. Amar Lavekar	9892708522

Mumbai 400 098
25/11/2017

Deepak G. Wasave
(Controller of examination)

University of Mumbai



Examination Section,
CAP Cell,
Mahatma Jyotirao Phule Bhavan,
Vidyanagari, Santacruz (E),
Mumbai - 400098

The Heads/Directors of University Departments, Principals/ Deans, of the affiliated/ conducted colleges, Professor - Cum - Directors. Institute of Distance Education, Assistant Registrar, University Sub - Centre at Ratnagiri & Thane and the Chief Conductors at Various examination Centers.

Copy for information

- 1) All Deputy Registrar (Exam Section) & (Public Relation)
- 2) All Assistant Registrar (Exam Section)
- 3) Co-Ordinator/ A. R. (U.C.C) for uploading the same on University Website.
- 4) E.S to Vice Chancellor, University of Mumbai.
- 5) P.A to pro-vice Chancellor, Director- BCUD, Registrar, F&A.O and COE, University of Mumbai.



(Dr. R. G. Jadhav)
Principal

Patpanhale Education Society's
Patpanhale Arts, Commerce & Science College,
Patpanhale, Tal. Guhagar, Dist. Ratnagiri (M.S.)

Committees under Cells & Associations

As per the norms of the University, a committee is formed in the College to look in to examination related grievances of the College students. It also deals with the examination-related grievances. The committee is headed by the Principal with a few senior faculty members for transparent, time-bound and efficient working.

Patpanhale Education Society's
PATPANHALE ARTS, COMMERCE & SCIENCE COLLEGE, PATPANHALE
A/p. Patpanhale, Tal. Guhagar, Dist. Ratnagiri (M. S.)

Cells and Associations

1. College Development Committee :-

Constituted as per provisions made in Section 97 of Maharashtra Public University Act, 2016

- 1) Shri. Bhalchandra R. Chavan – Chairman
- 2) Dr. Raosaheb Gyanobarao Jadhav - Member Secretary
- 3) Shri. Sudhakar P. Chavan - Member (Society Secretary)
- 4) Dr. Rajendra Vishnu Pawar - Member (Research Field)
- 5) Shri. Munish Sharad Jaitpal - Member (Industry Field)
- 6) Shri. Sanjay Tatyaba Pawar - Member (Social Service & Alumini)
- 7) Shri. Sitaram Dhondu Navarat - Member (Education Field)
- 8) Dr. Khot Subhash Shamrao - Member (HOD Nominated)
- 9) Shri. Desai Pramod Arvind - Member (Teachers Representative)
- 10) Shri. Bhagawat Prasad Suresh - Member (Teachers Representative)
- 11) Shri. Gajbhiye Lankesh Muralidhar - Member (Teachers Representative)
- 12) Dr. Shinde Krishnaji Ramappa - Member (IQAC, Co-ordinator)
- 13) Sou. Sansare Snehal Santosh - Member (Non Teaching Staff Representative)
- 14) Secretary of the Student Council -

2. Internal Quality Assurance Cell - (IQAC):

- 1) Dr. Raosaheb Gyanobarao Jadhav (Chairman)
- 2) Dr. Shinde K.R. - Co-ordinator (Member Secretary)
- 3) Prof. Gajbhiye L.M. - (Member)
- 4) Dr. Parakhe D.Y. - (Member)
- 5) Prof. Jadhav J.S. - (Member)
- 6) Prof. Bhagawat P.S. - (Member)
- 6) Shri. Tankar S.N. - (Member)
- 7) Dr. Khot S.S. - (Member)
- 8) Shri. Chavan S.P. - (Member from Management)
- 9) Shri. Velhal S.S. - (Member from Management)
- 10) Shri. Adavade V.S. - (Member from Local Community)
- 11) Shri. M.G. Joshi - (Member from Local Community)

3) NAAC Steering Committee :-

Dr. Shinde K.R. - Co-ordinator

a) Criterion Incharges -

- 1) Criteria I - *Curricular Aspects* – Dr. Khot S.S. (Incharge)
- 2) Criteria II - *Teaching, Learning & Evaluation* – Prof. Desai P.A & Prof. Bhagawat P.S. (Incharge)
- 3) Criteria III - *Research, Innovation & Extension* – Dr. Parkhe D.Y. (Incharge)
- 4) Criteria IV - *Infrastructure & Learning Resources* – Prof. Bhagawat P.S. (Incharge)
- 5) Criteria V - *Student Support & Progression* – Prof. Gajbhiye L.M. (Incharge)
- 6) Criteria VI - *Governance, Leadership & Management* – Dr. Sanaye P.T. (Incharge)
- 7) Criteria VII - *Institutional Values & Best Practices* - Prof. Jadhav J.S. (Incharge)

b) NAAC Administrative Works Committee -

- 1) Dr. Shinde K. R. - Co-ordinator
- 2) Prof. Desai P.A. - Member
- 3) Dr. Khot S.S. - Member
- 4) Shri. Tankar S.N. - Member

c) Feedback Committee -

- 1) Dr. Sanaye P.T. - Co-ordinator
- 2) Dr. Parkhe D.Y. - Member
- 3) Sou. Sansare S.S. - Member



(Signature)

(Dr. R. G. Jadhav)
Principal

Patpanhale Education Society's
Patpanhale Arts, Commerce & Science College

d) Graphic Presentation -

- 1) Prof. Gajbhiye L.M. - Co-ordinator
- 2) Shri. Kadam V.B. - Member

e) SSS Training Committee -

- 1) Prof. Bhagawat P.S. - Co-ordinator
- 2) Prof. Parkhe D.Y. - Member
- 3) Shri. Gurav D.D. - Member

f) RTI Works Committee -

- 1) Prof. Desai P.A. - Co-ordinator
- 2) Sou. Sansare S.S. - Member

4) Planning Board: (As per UGC Norms)

- 1) **Dr. Raosaheb Gyanobharao Jadhav** - (Chairman)
- 2) Prof. Desai P. A. - Co-ordinator
- 3) Dr. Khot S.S. - Member
- 4) Dr. K.R.Shindhe - Member
- 5) Prof. Bhagawat P.S. - Member
- 6) Shri. Gurav D.D. - Member
- 7) Shri. Tankar S.N. - Member

5) Building Committee: (Also includes monitoring, Supervision etc.)

(Constituted as per UGC Norms)

- 1) **Dr. Raosaheb Gyanobharao Jadhav** -(Chairman)
- 2) Prof. Desai P.A - Co-ordinator
- 3) Dr. Abhay Bambole -University of Mumbai - Member
- 4) Shri. Arvind Kuyaba (Assist. Engineer, PWD, Guhagar) - Member
- 5) Prof. Gajbhiye L.M. - Member
- 6) Dr. Khot S.S. - Member
- 7) Shri. Tankar S.N. - Member
- 9) Shri. Kadam V.B. - Member

6) Admission Committee:

- 1) **Prof.Khot S.S. (Commerce)** - Co-ordinator-Commerce
- 2) **Prof. Bhagawat P.S. (Arts)** - Co-ordinator-Arts
- 3) Dr. Shindhe K.R - Member
- 4) Prof. Jadhav J.S. -Member - Member
- 5) Shri. Tankar S.N. -Member - Member
- 6) Shri. Bhekare N.G. -Member - Member

7) Attendance / Record Committee:

- 1) **Dr. Parkhe D.Y.** - Co-ordinator
- 2) Dr. Khot S.S. - Member
- 3) Shri. Tankar S.N. - Member
- 4) Shri. Bhekare N.G. - Member
- 5) Student Representative -

8) Grievance Redressal Cell (Students) :

- 1) **Dr. Sanaye P.T.** - Co-ordinator
- 2) **Prof. Desai P.A.** - Member
- 3) Prof. Khot S.S. - Member
- 4) Shri. Kadam V. B. - Member
- 5) Student Representative



(Dr. R. G. Jadhav)
Principal

Patpanhale Education Society's
Patpanhale Arts, Commerce & Science College
Patpanhale, Tal. Guhagar, Dist. Ratnagiri(M.S.)

9) Alumni Association:

- | | |
|---------------------------|---------------|
| 1) Prof. J.S. Jadhav | -Co-ordinator |
| 2) Dr. Khot S. S. | - Member |
| 3) Sou. Sansare S.S. | - Member |
| 4) Shri. Chavan S.T. | - Member |
| 5) Student Representative | |

10) Examination Committee:

a) College Examination Committee – (Semesters, Tests, 32 Tips etc.)

- | | |
|------------------------|-------------------|
| 1) Prof. Bhagawat P.S. | - Co-ordinator |
| 2) Prof. Desai P.A. | - Member |
| 3) Shri. Gurav D.D. | - IT Co-ordinator |
| 4) Sou. Sansare S.S. | - Member |
| 5) Shri. Kadam V. B. | - Member |
| 6) Shri. Bhekare N.G. | - Member |
| 7) Shri. Chavan R.G. | - Member |
| 8) Shri. Chavan S.T. | - Member |

b) University Examination Committee – (Semester, Test)

- | | |
|------------------------|-------------------|
| 1) Prof. Gajbhiye L.M. | - Co-ordinator |
| 2) Shri. Gurav D.D. | - IT Co-ordinator |
| 3) Prof. Desai P.A. | - Member |
| 4) Sou. Sansare S.S. | - Member |
| 5) Shri. Kadam V. B. | - Member |
| 6) Shri. Bhekare N.G. | - Member |
| 7) Shri. Chavan R.G. | - Member |
| 8) Shri. Chavan S.T. | - Member |

11) Gymkhana Committee:

- | | |
|---------------------------|----------------|
| 1) Dr. Khot S.S. | - Co-ordinator |
| 2) Prof. Bhagawat P.S. | - Member |
| 3) Shri. Kadam V. B. | - Member |
| 4) Shri. Chavan S.T. | - Member |
| 5) Shri. Chavan P. S. | - Member |
| 6) Student Representative | |

12) Library Advisory Committee:

- | | |
|------------------------------------|-------------|
| 1) Dr. Raosaheb Gyanobharao Jadhav | - Chairman |
| 2) Shri. Gurav Dhananjay Dattatray | - Secretary |
| 3) Prof. Jadhav J.S. | - Member |
| 4) Dr. Khot S. S. | - Member |
| 5) Dr. K.R. Shindhe. | - Member |
| 6) Sou. Sansare S.S. | - Member |
| 7) Shri. Chavan P.S. | - Member |
| 8) Student Representative- | |

13) National Service Scheme:

- | | |
|--|-------------------------|
| 1) Dr. Sanaye P.T. | - Programme Officer -I |
| 2) Dr. Parkhe D.Y. | - Programme Officer -II |
| 3) Dr. Rajendra Vishnu Pawar (Doctor) | - Member |
| 4) Ad. Sanket Salvi (Advocate) | - Member |
| 5) Sou. Sansare S.S. | - Member |
| 6) Shri. Zagade M.S. | - Member |
| 7) Student Representative- | |



(Dr. R. G. Jadhav)
Principal
Patpanhale Education Society's
Patpanhale Arts, Commerce & Science College.

14) Committee of Cultural Activities:

- 1) Prof. Jadhav J.S. - Co-ordinator
- 2) Prof. Desai P.A. - Member
- 3) Prof. Bhagawat P.S. - Member
- 4) Prof. Kadam S.V. - Member
- 5) Shri. Kadam V. B. - Member
- 6) Shri. Chavan S.T. - Member
- 7) Student Representative

15) Career Guidance and Placement Cell:

(To work in relation to conduct periodical tests of all the students of the College & employment guidance activities for the students)

- 1) Dr. Khot S. S. - Co-ordinator
- 2) Dr. Sanaye P. T. - Member
- 3) Prof. Bhagawat P.S. - Member
- 4) Shri. Kadam V.B. - Member
- 5) Student Representative

16) Tours and Excursion Committee -

- 1) Dr. Parakhe D.Y. - Co-ordinator
- 2) Dr. Sanaye P.T. - Member
- 3) Dr. Khot S.S. - Member
- 4) Student Representative

17) Students Development Cell :

(College fund, ANGK and other sources, 32 Tips, Schemes for development etc)
As per Provisions made in the Maharashtra Public University Act, 2016 under section 56)

- 1) Prof. Bhagawat P.S. - Co-ordinator
- 2) Prof. Desai P.A. - Member
- 3) Prof. Dr. Khot S.S. - Member
- 4) Shri. Chavan Anant Yashwant - Member
- 5) Shri. Tankar S.N. - Member
- 6) Shri. Chavan R.G. - Member
- 7) Student Representative

18) Women Development Cell and Internal Compliance Committee:

(Also includes ragging and Sexual Harassment elements)

- 1) Dr. R. G. Jadhav -Chairman
- 2) Prof. Desai P. A. - Co-ordinator
- 3) Dr. Khot S.S. - Member
- 4) Dr. Sanaye P.T. - Member
- 5) Shri. Tankar S.N. -Member
- 6) Smt. Kadam S.V. - Co-ordinator
- 7) Sou. Suchita Sushil Velhal - Member
- 8) Sou. Sansare S.S. - Member
- 9) Sou. Ziamber C.C. - Member
- 10 Student Representative -

19) YCMOU

- 1) Prof. Desai P.A. - Co-ordinator
- 2) Prof. Jadhav J.S. - Member
- 3) Shri. Gurav D.D. - Member
- 4) Shri. Kadam V. B. - Member
- 5) Shri. Chavan P.S. - Member
- 6) Shri. Chavan S.T. - Member



(Dr. R. G. Jadhav)
Principal

Patpanhale Education Society's
Patpanhale Arts, Commerce & Science College
Patpanhale, Tal. Guhagar, Dist. Ratnagiri(M.S.)

20) B. C. Scholarship Advisory and S.C., S.T. Cell:-

- 1) Dr. Raosaheb Gyanobarao Jadhav. - Chairman
- 2) Prof. Jadhav J.S. - Co-ordinator
- 3) Prof. Gajbhiye L.M. - Member
- 4) Shri. Gurav D.D. - Member
- 5) Shri. Kadam V. B. - Member
- 6) Shri. Chavan S.T. - Member
- 7) Shri. Bhekare N.G. - Member
- 8) Student Representative

21) Budget, Purchase and Audit Committee:

- 1) Dr. Khot S. S. - Co-ordinator
- 2) Dr. Sanaye P.T. - Member
- 3) Prof. Desai P.A. - Member
- 4) Shri. Tankar S. N. - Member
- 5) Student Representative

22) Discipline, Code of Conduct, Antiragging and Unfair Means Enquiry Committee -

- 1) Dr. Raosaheb Gyanobarao Jadhav (Chairman)
- 2) Prof. Bhagawat P.S. - Co-ordinator
- 3) Prof. Desai P.A. - Member
- 4) Prof. Shindhe K. R. - Member
- 5) Shri. Tankar S.N. - Member
- 5) Student Representative

23) Lifelong Learning and Extension Committee -

- 1) Dr. Parkhe D.Y. - Co-ordinator
- 2) Dr. Sanaye P. T. - Member
- 3) Shri. Kadam V.B. - Member
- 4) Shri. Zagade M.S. - Member
- 5) Student Representative

24) Commerce Resource Centre -

- 1) Dr. Khot S.S. - Co-ordinator
- 2) Prof. Shindhe K. R. - Member
- 3) Sou. Sansare S.S. - Member
- 4) Student Representative

25) Arts Resource Centre -

- 1) Dr. Parakhe Dinesh Yadavrao - Co-ordinator
- 2) Prof. Desai Pramod Arvind - Member
- 3) Prof. Shinde P.P. - Member
- 4) Student Representative

26) Staff Secretary and Staff Academy -

(Monthly lectures of eminent persons, on research, use of ICT, LCD, English communicability, Staff related matters)

- 1) Dr. P.T. Sanaye - Co-ordinator
- 2) Dr. Khot S.S. - Member
- 3) Dr. Parakhe D.Y. - Member
- 4) Shri. Kadam V. B. - Member
- 5) Shri. Chavan S.T. - Member
- 6) Student Representative



(Dr. R. G. Jadhav)
Principal

Patpanhale Education Society's
Patpanhale Arts, Commerce & Science College
Patpanhale Tal Gahagar Dist Ratnagiri 415724

27) U. G. C. Committee (Including P.G. Education & Research)-

(Minor and Major research projects, UGC Proposals etc)

- 1) **Dr. Raosaheb Gyanobarao Jadhav** - Chairman
- 2) Prof. Gajbhiye L.M. - Co-ordinator
- 3) Prof. P.A. Deasi - Member
- 4) Prof. Bhagawat P.S. - Member
- 5) Dr. Shindhe K. R. - Member
- 6) Shri. Gurav D.D. - Member
- 7) Shri. Tankar S.N. - Member
- 8) Student Representative

28) Information and Technology Committee – (Net, Website etc)

- 1) Shri. Gajbhiye L.M. -Co-ordinator
- 2) Shri. Gurav D.D. - Member
- 3) Prof. Bhagawat P.S. - Member
- 4) Shri. Kadam V.B. - Member

29) Literature Association (Wallpaper, Kalpataru and Literature Activities)-

- 1) **Prof. Jadhav J.S.** - Co-ordinator
- 2) Smt. Kadam S.V. - Member
- 3) Student Representative

30) Workshop/Seminar/Conferences/Publication Committee

- 1) **Dr. Parkhe D.Y.** - Co-ordinator
- 2) Dr. Sanaye P.T. - Member
- 3) Prof. Jadhav J.S. - Member
- 4) Shri. Gurav D.D. - Member

31) Time -Table Committee (Prospectus, Academic Plan, Academic Calender etc.).

- 1) **Shri. Bhagawat P.S.** - Co-ordinator
- 2) Shri. Gajbhiye L.M. - Member
- 3) Shri. Tankar S.N. - Member

32) Post Graduate Programme (M.Com.)

- 1) **Prof. Shindhe K.R.** -Co-ordinator
- 2) **Prof. Gajbhiye L.M.** - Member
- 3) Dr. Parkhe D.Y. - Member

33) Teachers Parent Association / Mentors Association-

- 1) **Prof. Bhagawat P.S.- Co-ordinator**
- 2) F.Y.B.A.- Prof. Jadhav J.S. - Parent Teacher (Mentor)
- 3) S.Y.B.A.- Prof. Desai P.A./ Dr. Parkhe D.Y. - Parent Teacher (Mentor)
- 4) T.Y.B.A.- Prof. Bhagawat P.S./ Dr. Sanaye P.T. - Parent Teacher (Mentor)
- 5) F.Y.B.Com. - Prof. Gajbhiye L.M. - Parent Teacher (Mentor)
- 6) S.Y.B.Com. - Prof. Shindhe K.R. - Parent Teacher (Mentor)
- 7) T.Y.B.Com. -Dr.Khot S.S. - Parent Teacher (Mentor)
- 8) M.Com. – Dr. Khot S.S. - Parent Teacher (Mentor)

34) Committee for maintenance, Utilisation of Resources and Support Facilities.

- 1) Prof. Desai P.A.
- 2) Prof. Dr. Sanaye P.T.
- 3) Prof. Gajbhiye L.M.
- 4) Shri. Kadam V.B.



(Dr. R. G. Jadhav)
Principal

Patpanhale Education Society's
Patpanhale Arts, Commerce & Science College
Patpanhale, Tal. Gohagar, Dist. Ratnagiri(M.S.)

35) Minority Cell :-

- 1) Prof. Jadhav J.S.
- 2) Dr. Parkhe D.Y.
- 3) Shri, kadam V.B.
- 4) Students Representative

36) O.B.C. Cell :-

- 1) Prof. Sanaye P.T.
- 2) Shri. Gurav D.D.
- 3) Sou. Sansare S.S.
- 4) Students Representative

All incharges and their associates are hereby informed to take note of the above Cells and Associations and initiate the work w. e. from 14th June, 2020.

The name of students representatives of the students council will be inducted in the concerned cells and association after the constitution of council for the year 2020-21.

Place- Patpanhale

Date- 14th June, 2020



(Dr. R. G. Jadhav)
Principal

Patpanhale Education Society's
Patpanhale Arts, Commerce & Science
Patpanhale, Tal. Guhagar, Dist. Ratnagiri (W.S.)

Minutes of the Exam Committees

Exam. Meeting.

10/09/2020

Today on Thursday dt. 10/09/2020, the meeting of all the staff members regarding examination to be conducted in sep-oct-2020 online mode held in Principal Cabin at 10.30am. On 09/09/2020 the meeting was held at DBJ College, Chiplun at cluster head college. Prof. Ginkhine L.M. & prof. B. Bhagwat P.S. attended the meeting. The guidelines of this meeting were circulated to the other staff members. Following members were present in the meeting.

- 1) Princ. R.G. Jadhav - 
- 2) Prof. L.M. Ginkhine - 
- 3) Prof. P.S. Bhagwat - 
- 4) Dr. S.S. Khot - 
- 5) Dr. D.Y. Parkhe - 
- 6) Prof. P.A. Desai - 
- 7) Prof. J.S. Jadhav - 
- 8) Dr. K.R. Shinde - 
- 9) Mr. Sudhin Tankar - 
- 10) Mr. Vishwanath Kadam - 
- 11) Mrs. Snehal Sansare - 
- 12) Mr. Dr. Gaurav - 

Following matters discussed in the meeting.

- 1) To find out such students who have not subjects like smart phone, laptop, internet connectivity, in the format provided by the University.



P.T.O

(Dr. R.G. Jadhav)
Principal
Patanjali Education Society's
Patanjali Arts, Commerce & Science College,
Patanjali, Tal. Chiplun, Dist. Sindhgaon (W.S.)

2) Students should not be called in the college for project or practical examination, but projects should take telephonically and give marks.

3) The 3rd year students who remain in the lower examination of Semester 1st to 5th the ATICT examination will be held from 25th September, 2020.

4) Regular examination of Semesters 6th will start from 6th Oct. 2020 till 15th Oct. 2020.

5) Each subject teacher should prepare 100 marks MCQ question bank for submitting towards cluster college.

6) Two question paper sets to be set for examination of 25 MCQ's with 2 marks each question.

7) Colleges in the cluster should submit the time table, Ques. Banks, Ques. Papers & Result sheet to the lead college, DBJ, Chiplun.

8) Notice for students and staff should be circulated very faray.



(Signature)
10.09.2020.

(Dr. R. G. Jadhav)
Principal

Patpanhale Education Society's
Patpanhale Arts, Commerce & Science College,
Patpanhale, Tal. Guhagar, Dist. Ratnagiri (M.S.)

Exam. Meeting

16/09/2020

Today on Wednesday dt. 16/09/2020, the meeting of staff members regarding examination to be conducted in Sep-Oct-2020 on line mode in the library. On the same day online meeting conducted of clusters colleges principal P.G. Jadhav & Prof. L.M. Ambhise participated in the meeting. What discussion took place in the said meeting, this meeting is called. Following staffs staff members were present for this meeting.

- 1) Prof. L.M. Ambhise —
- 2) Dr. S.S. Khot. —
- 3) Dr. P.T. Sunay —
- 4) Prof. P.A. Desai —
- 5) Prof. P.S. Bhagwat —
- 6) Dr. K.R. Shinde —
- 7) Mr. D.D. Gaurav —

Following subjects discussed in the meet.

- 1) Question banks of the subject should not provide to the students.
- 2) Total question in the question papers will 25 instead of 30.
- 3) Keep questions bank ready to submit cluster.
- 4) Keep ready OMR sheet for offline exam.
- 5) Avoid nature of options as none of above / both etc.



Principal
Patanjali Arts Commerce & Science College
Shringar, Tal. Gohagar
Dist. Ratnagiri, Maharashtra

Examining Meeting

24/11/2020

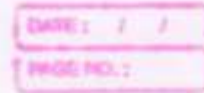
Today on Tuesday dt. 24/11/2020, the meeting regarding examination to be conducted in December 2020 on line mode in the principal's cabin at 10:30 a.m. In the meeting following staff members were present.

1) Prin. Dr. R.G. Jadhav	—	<i>[Signature]</i>
2) Prof. L.M. Gabbhiye	—	<i>[Signature]</i>
3) Prof. P.S. Bhaywat	—	<i>[Signature]</i>
4) Prof. P.A. Desai	—	<i>[Signature]</i>
5) Prof. J.S. Jadhav	—	<i>[Signature]</i>
6) Dr. S.S. Khat	—	<i>[Signature]</i>
7) Dr. D.Y. Parabe	—	<i>[Signature]</i>
8) Dr. K.R. Shinde	—	<i>[Signature]</i>
9) Mr. S.M. Tankar	—	<i>[Signature]</i>
10) Mr. V.B. Kadam	—	<i>[Signature]</i>
11) Miss S.S. Sangare	—	<i>[Signature]</i>
12) Mr. D.D. Gurav	—	<i>[Signature]</i>

Following subjects discussed in the meeting.

- ① All the mentors of every classed has to prepare WhatsApp groups on or before 28/11/20 for the examination link to be provided.
- ② All the faculty members are asked to prepare question papers of respective subjects in two sets & submit on or before 03/12/2020

P.T.O



E

③ All the staff members are asked to submit 15 questions for Mock Test of their respective subjects on or before 05/12/2020.

④ All the staff members are asked to submit the marks of projects of respective subjects on or before 20/12/2020.

⑤ All are asked to completed the syllabus of respective subjects / classes 2 days before the commencement of such examinations.

⑥ Tentative Time Table: —

a) TYBCom = 24/12/20 to 31/12/20

b) TYBA = 21/12/20 to 31/12/20

c) FYBA/FYBcom = 23/12/20 to 31/12/20

d) SYBA/SYBcom = 14/12/20 to 22/12/20



(Dr. R. G. Jadhav)
Principal

Patpanhale Education Society's
Patpanhale Arts, Commerce & Science College,
Patpanhale, Tal. Guhagar, Dist. Ratnagiri (M.S.)

Examination Meeting

20/04/2021

Today on Monday dt. 20/04/2021, the meeting regarding examination to be conducted in May, June, July 2021 on-line mode in the principal's cabin at 10.30 a.m. In the meeting following staff members were present.

- | | | |
|--------------------------|---|--------------------|
| 1) Prin. Dr. R.G. Jadhav | - | <i>[Signature]</i> |
| 2) Prof. L.M. Gashikye | - | <i>[Signature]</i> |
| 3) Prof. P.S. Bhagwat | - | <i>[Signature]</i> |
| 4) Prof. J.S. Jadhav | - | <i>[Signature]</i> |
| 5) Prof. P.A. Desai | - | <i>[Signature]</i> |
| 6) Dr. S.S. Khat | - | <i>[Signature]</i> |
| 7) Mr. S.M. Tankar | - | <i>[Signature]</i> |
| 8) Mr. V.B. Kadam | - | <i>[Signature]</i> |
| 9) Mr. S.S. Sansare | - | <i>[Signature]</i> |
| 10) Mr. D.D. Gumar | - | <i>[Signature]</i> |

Following matters discussed in the meeting.

- 1) All the mentors are asked to maintain the WhatsApp App Groups of respective classes for the smooth functioning of examination on-line mode on or before 1st May 2021.
- 2) All the teachers are asked to prepare question-papers links of respective subjects in two sets & submit on or before 5th May 2021.

P.T.O.

- 3) All the teachers are asked to submit the marks of projects of respective subjects on or before 30/05/2021.
- 4) All the teachers are asked to completed the syllabus of respective subjects / classes two days before the commencement of such examination.
- 5) Time Table of examination -
 - a) FYBA — 26/04/21 to 04/05/2021
 - b) FYBCom — — — — 11 — — —
 - c) SYBA — 26/04/2021 to 05/05/2021
 - d) SYBCom — 26/04/2021 to 04/05/2021
 - e) TYBA — 06/05/2021 to 17/05/2021
 - f) TYBCom — 06/05/2021 to 13/05/2021
 - g) M.Com. — June & July 2021



(Signature)

(Dr. R. G. Jadhav)
Principal

Patpanhale Education Society's
Patpanhale Arts, Commerce & Science College,
Patpanhale, Tal. Gunagar, Dist. Ratnagiri (M.S.)

The meeting of the College Examination Committee has been held today i.e. 10/10/2020 in the Hon. Principal's Cabin at 11.00 am.

Following members attended the meeting.

1. Prin. Dr. R. G. Jadhav - *R. G. Jadhav*
2. Prof. P. S. Bhagwat - *Bhagwat*
3. Prof. P. A. Desai - *Desai*
4. Shri. D. D. Gaurav - *Gaurav*
5. Shri. V. B. Kadam - *Kadam*

Following subject discussed regarding College Examinations.

1. As per university circulars received on 24/5/20 result of the students of semester II & semester IV have to be prepared.
2. To conduct assessment of answered books
3. To prepare marklist & declare result of FY/SY BA, BCom Classes.
4. To prepare result of ATKT examinations held in March/April 2020 as per university guidelines.

R. G. Jadhav



(Dr. R. G. Jadhav)
Principal

Patpanhale Education Society's
Patpanhale Arts, Commerce & Science College,
Patpanhale, Tal. Guhagar, Dist. Ratnagiri (M.S.)

The meeting of the College Examination Committee has been held today i.e. Thursday 02/11/20 in the Hm. Principal Cabin at 11.30 a.m.

Following members attended the meeting

- | | | |
|-------------------------|---|---------|
| 1. Prof. P. A. Desai | - | Yashraj |
| 2. Prof. P. S. Bhagwat | - | Bhagwat |
| 3. Prof. C. M. Rajbhiye | - | OK |
| 4. Shri. D. D. Gurav | - | OK |
| 5. Dr. S. S. Khot | - | BA |

1. Discussion held on the circular received by university of Mumbai on 02/11/2020 regarding ATKT backlog examination.

2. As per decision taken in the cluster college meeting ATKT backlog exams to be held through offline mode.

3. It has been decided to prepare MCQ type question papers for ATKT exams.

4. It has been decided to conduct ATKT backlog exams between 23/11/2020 to 02 Dec 2020

5. It has been decided to hold assessment of ATKT OMR & declare the result on or before 10 Dec 2020.




Principal
Patpanhale Education Society's
Patpanhale Arts, Commerce & Science College
Patpanhale, Tal. G. J. Nagar, Dist. Rahisar, Maharashtra

The meeting of the college examinations committee has been held today i.e. Tuesday 24/11/2020 at 10.30 a.m. in Principal's cabin. Following members attended the meeting.

1. Prin. Dr. R. G. Jadhav - 
2. Prof. P. S. Bhagwat - 
3. Prof. P. A. Desai - 
4. Prof. L. M. Gajbhiye - 
5. Prof. J. S. Jadhav - 
6. Shri. D. D. Gaurav - 
7. Dr. S. S. Khot - 
8. Shri. V. B. Kadam - 
9. Dr. K. R. Shinde - 

Following subjects discussed in the meeting

1. All the members of every class have to prepare what app groups on or before 28/11/2020 to provide online examination google links.
2. All the faculty members are asked to prepare question papers of their subjects in two sets & submit on or before 03/12/2020 to Shri. Gaurav D.D.
3. All the subject teachers are asked to submit 15 questions for mock test of their subject on or before 05/12/2020
4. Teachers are asked to submit project work on or before 20/12/2020
5. All the subject teachers are asked to complete the syllabus before two days of the commencement of the examinations.

G. Tentative time table decided for semester examination is below

1. FY B.A/B.Com Semester I - 23/12/2020 to 31/12/2020
2. SY B.A/B.Com Semester III - 14/12/2020 to 22/12/2020
3. TY B.A/B.Com - 21/12/2020 to 31/12/2020.

(Signature)

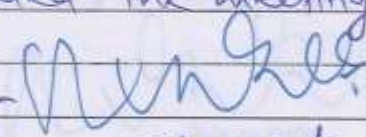
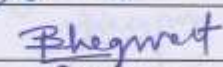
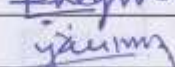
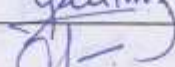
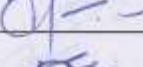
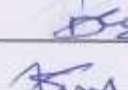


(Dr. R. G. Jadhav)
Principal

Patpanhale Education Society's
Patpanhale Arts, Commerce & Science College,
Patpanhale, Tal. Ganagur, Dist. Ratnagiri(M.S.)

The meeting of the college examination committee has been held today i.e. on Monday 04/01/2021 at 11.00 a.m. in Hon. Principal Cabin.

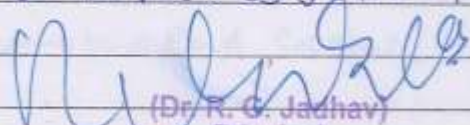
Following members attended the meeting

1. Prin. Dr. R. G. Jadhav - 
2. Prof. P. S. Bhagwat - 
3. Prof. P. A. Desai - 
4. Prof. K. M. Gajbhiye - 
5. Shri. D. D. Gurav - 
6. Shri. V. B. Kadam - 

Following subjects discussed in the meeting

1. Review taken of previous meeting.
2. Taken review of SYBA & BTBCom examinations held in December 2020.
3. The ongoing examinations of FTBA & FTBCom classes were discussed.
4. It has been decided to call the students in the College who could not take the online exam due to technical difficulties and to take necessary action relating to offline exams.
5. It has been decided to declare result of Semester I & Semester III (FTBA, BCom & MBA, BCom classes) in time. It was decided to announce all the result on or before 25 Jan. 2021.




(Dr. R. G. Jadhav)
Principal

Patpanhale Education Society's
Patpanhale Arts, Commerce & Science College
Patpanhale, Tal. Gahagar, Dist. Ratnagiri (M.S.)

The meeting of the college examination committee has been held today i.e. Saturday 03 April 2021 at 11:30 am in H.M. principal's office. Following members attended the meeting.

1. prin. Dr. R. G. Jadhav -

2. Prof. P. A. Desai -

3. Prof. P. S. Bhagwat -

4. Shri. D. D. Gaurav -

5. Shri. V. B. Kadam -

Following subjects discussed in the meeting

1. Review taken of previous meeting held on 01/04/2021

2. It has been decided to make preparation for the first & second year examinations as per circular received from university of Mumbai.

3. To issue a notice to all teaching faculties to set up question papers link of their respective subjects as per guideline given by university.

4. As per scheduled decided in the cluster college meeting FY I & II examinations will be conducted as follows.

1. FYBA sem II - 26 April 2021 to 04 May 2021

2. SYBA sem IV - 26 April 2021 to 04 May 2021

5. It has been decided to conduct ATCT examination April/May 2021 after Semester End exams.

4. It has been decided to prepare notices for students and display on notice board.

in advanced.

5. It has been decided to declare results of the
semesters examinations on 31st May 2021 i.e. last
working day of academic year 2020-21

(Signature)



(Dr. R. G. Jadhav)
Principal

Patpanhale Education Society's
Patpanhale Arts, Commerce & Science College,
Patpanhale, Tal. Guhagar, Dist. Ratnagiri(M.S.)

(Signature)



(Dr. R. G. Jadhav)
Principal

Patpanhale Education Society's
Patpanhale Arts, Commerce & Science College,
Patpanhale, Tal. Guhagar, Dist. Ratnagiri(M.S.)