



“येषु वदतां हित”

Welfare of Masses

## Internal Complaint Committee

Marathwada Mitra Mandal's College of Commerce (MMCC)

202/A Deccan Gymkhana, Pune-411004

## Introduction

In pursuance of UCC (Prevention, Prohibition and Redressal of Sexual Harassment of Women Employees and Students in Higher Education Institutions) Regulations, 2015 read with Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, the Internal Complaints Committee (ICC) of the College is constituted to deal with complaints relating to Sexual harassment at the work place.

## Definition of Sexual Harassment:

"Sexual harassment" includes any unwelcome sexually inclined behaviour, whether directly or indirectly, such as:

1. Physical contact and advances
2. A demand or request for sexual favours
3. Making sexually coloured remarks (including jokes)
4. Showing pornography (books, photographs, paintings, films, pamphlets, packages, etc. containing "indecent representation of women")
5. Any other unwelcome physical, verbal or non-verbal conduct of sexual nature.

Under the Act, the following also count as sexual harassment for the concerned:

1. Implied or explicit promise of preferential treatment in employment.
2. Implied or explicit threat of detrimental treatment in employment
3. Implied or explicit threat about present or future employment status
4. Interference with work or creating an intimidating or offensive work environment
5. Humiliating treatment likely to affect health or safety

## Who can approach ICC for help?

Any female employee (faculty member, non-teaching staff member) or student of Marathwada Bhamburda's College of Commerce can seek redressal from the ICC.

### If you think you are being harassed, what should you do?

- Send an email to [gs@coece@mmcc.edu.in](mailto:gs@coece@mmcc.edu.in)
- Your complaint will be kept CONFIDENTIAL.

#### **Responsibility of ICC on receiving a complaint**

On receipt of a complaint, the ICC shall conduct a preliminary enquiry so as to ascertain the truth of the allegations by collecting the documentary evidence as well as recording statements of any possible witnesses including the complainant.

ICC shall then submit the preliminary enquiry report to the Principal, along with all the original documents adduced during the preliminary enquiry proceedings. In case the allegations are not in the nature of sexual harassment, the ICC may refer such complaints to the Grievance Redressal Cell or to the Principal.

Where sexual harassment occurs as a result of an act or omission by any third party or outsider, the ICC shall take all steps necessary and reasonable to assist the affected person in terms of support and preventive action.

The ICC shall comply with the procedure prescribed in the aforementioned UGC Regulations 2015 and the Sexual Harassment Act for inquiring into the complaint in a time bound manner.

If the ICC concludes that the allegations made were false or malicious, or the complaint was made knowing it to be untrue or forged, or misleading information has been provided during the inquiry, the complainant shall be liable to be punished as per the relevant provision of the aforementioned UGC Regulations 2015.

The Member Secretary, ICC shall receive the written complaints of sexual harassment, if any, on behalf of ICC and shall coordinate the deliberations of the ICC on the complaints received.

**What are the possible actions that can be taken against the accused if found guilty?**

Depending upon the severity of the case, punitive action by the committee may take any of the following forms:

1. Warning
2. Written apology

3. Bond of good behaviour
4. Adverse remark in the Confidential Report
5. Stopping of increments/promotion
6. Suspension
7. Dismissal
8. Any other relevant actions

**Inquiry process:**

- The inquiry shall be completed within a period of 90 days from the date of the complaint.
- The ICC shall provide a report of its findings to the Principal within a period of 10 days from the date of completion of the inquiry and such report shall be made available to the concerned parties. If the allegation against the respondent has been proved, the ICC shall recommend punitive action(s) to be taken against the respondent.
- The Principal shall act upon the recommendation within 60 days of receiving it.

Prepared by:



Dr. Ashwini Kulkarni  
Coordinator

Verified by:



Dr. Swapna Kolhatkar  
IQAC Coordinator

Approved by:



Dr. Devidas Gokhar  
Principal





MARATHIWADE MITRA MANDAL'S

## COLLEGE OF COMMERCE

Affiliated to Savitribai Phule Pune University, Re-Accredited by NAAC with 'B' Grade  
ISO 9001:2015 Certified, Awarded as Best College by Savitribai Phule Pune University  
302/A, Deccan Gymkhana, Pune – 411004

telstetac@mpcc.edu.in, mpcc@mpcc.edu.in, www.mpcc.edu.in

### College Committees AY 2025-26

Date: 16/05/2025

#### Instructions for All College-Level Committees (AY 2025-26) effective from 16th June 2025

In order to ensure participation and decentralized administration for the effective execution of college activities, the following revised/constituted committees will function from AY 2025-26. Each committee is assigned a **Coordinator** responsible for the organization and monitoring of committee activities. The following guidelines must be adhered to:

#### 1. Regular Meetings

The committee must conduct meetings at regular intervals to plan, execute, and review its responsibilities. The Coordinator shall ensure timely scheduling and documentation of these meetings.

#### 2. Documentation and Records

The Coordinator must maintain proper records of all committee activities, including:

- Meeting notices
- Attendance sheets
- Minutes of meetings
- Action Taken Reports (ATRs)

These documents should be organized systematically and made available for verification whenever required.

#### 3. Official Communication

All communication related to the committee's functioning must be conducted through the designated institutional email ID and official platforms only. Personal email IDs or informal channels should not be used for official correspondence.

#### 4. Activity Reporting

At the end of each academic term, the Coordinator must submit an **Activity Report** in **English language** separately for each activity conducted and if any activity is not conducted then the committee coordinator has to give legitimate justification for the same in writing to the **Chairman of the Committee** within the stipulated deadline.

These instructions are mandatory and must be followed by all committees to ensure accountability, transparency, and effective governance.

**Note:** All Committee Co-ordinators & HODs to invite both the IQAC coordinators for all meetings.



### 1. Anti Ragging Committee

1. Ensure strict enforcement of anti-ragging regulations.
2. Create awareness on the harmful effects of ragging.
3. Provide immediate support and redressal in ragging cases.
4. Promote a safe and conducive campus environment.
5. Set up a mechanism of ensuring ragging free campus, in case of incidence.

Sl. No.	Name of Committee Members	Designation
1.	Dr. Ganesh Patil	Chairman
2.	Asst. Prof. Dr. Karpas Vaidya	Coordinator
3.	Asst. Prof. Sarvash Sharma	Member
4.	Asst. Prof. Dr. Pranita Ramte	Member
5.	Asst. Prof. Manjiri Dasthewadi	Member
6.	Asst. Prof. Sneha Koppal	Member
7.	Asst. Prof. Ranjita Talwar	Member
8.	Adi. Anant Shaligram	Member
9.	Mrs. Harshada S. Wadkar	Non-Teaching Member
10.	Sanjay Umekar	Student Representative

### 2. Grievance Redressal Cell

1. Set up a mechanism to avoid / address grievances through participative management.
2. Receive and address grievances from students and staff.
3. Hearers confidentially and transparently in the redressal process.
4. Promote a healthy working and learning atmosphere.
5. Document and review grievances for systemic improvements.

Sl. No.	Name of Committee Members	Designation
1.	Dr. Ganesh Patil	Chairman
2.	Asst. Prof. Yogita Renukar	Coordinator
3.	Asst. Prof. Sarvash Sharma	Member
4.	Asst. Prof. Manjiri Dasthewadi	Member
5.	Asst. Prof. Vaishali Wagh	Member
6.	Asst. Prof. Dr. Karpas Vaidya	Member
7.	Mr. S. H. Patil	Management Representative
8.	Mrs. Harshada S. Wadkar	Non-Teaching Member
9.	Sanjay Sanyasirao (B.Sc.)	Student Representative
10.	Anushka Mupuskar (B.Com.)	Student Representative
11.	Aashiya Bhatke (BBA-CA)	Student Representative
12.	Arsh Agrawal (BBA-IB)	Student Representative



### 3. Internal Complaints Committee

1. Set up a mechanism to avoid / address complaints.
2. Prevent sexual harassment and ensure a safe workplace.
3. Educate stakeholders about gender sensitization.
4. Address complaints of sexual harassment effectively.
5. Ensure legal compliance and conduct regular reviews.

Sr. No.	Name of Committee Members	Designation
1.	Dr. Ganesh Patore	Chairperson
2.	Asst. Prof. Smriti Kozaki	Coordinator
3.	Asst. Prof. Gauravati Gavli	Member
4.	Asst. Prof. Dr. Sneha Kothekar	Member
5.	Asst. Prof. Nishi Satavdekar	Member
6.	Asst. Prof. Santosh Shiral	Member
7.	Ms. Gayatri Lakhande	Representative Centre for Mental Health
8.	Mrs. Anant Shetgar	Lawyer
9.	Mrs. Ashwini Pawar	Senior PI, Decision Police Station
10.	Mrs. Harshali S. Wadkar	Non-Teaching Member

### 4. Student Development Cell

1. Implement welfare schemes for holistic students development.
2. Promote personality development through various programs.
3. Support underprivileged students with financial aid and mentoring.
4. Foster entrepreneurship and leadership among students.
5. Conduct SOC activities in accordance with MPU guidelines.
6. Publish activity reports on college website and submit reports to university regularly.

Sr. No.	Name of Committee Members	Designation
1.	Dr. Ganesh Patore	Chairperson
2.	Asst. Prof. Snehal Borkar	Coordinator
3.	Asst. Prof. Sanali Wagh	Member
4.	Asst. Prof. Roshika Talwar	Member
5.	Asst. Prof. Meenu Kulkarni	Member
6.	Mr. Rahul Dhuravate	Member
7.	Mr. S. R. Karde	Non-Teaching Member
8.	Shagun Kharke (B.Com.)	Student Representative
9.	Dhanshi Nalamparwar (BBA-IB)	Student Representative
10.	Ayaz Chishti (B.Sc.)	Student Representative
11.	Dhruvi Gadhikar (BBA-CA)	Student Representative



**3. National Service Scheme Committee**

- Encourage students' involvement in social service.
- Organize outreach and enterprise activities.
- Foster a sense of social responsibility & promote values of discipline, unity, and national integration.
- Conduct NSS activities in accordance with MPEU guidelines & submit activity reports on college website and submit reports to university regularly.

Sr. No.	Name of Committee Members	Designation
1.	Dr. Ganesh Patra	Chairman
2.	Asst. Prof. Dasharath Govil	Program Officer
3.	Asst. Prof. Nikhileshwar	Member
4.	Asst. Prof. Dr. Sanku Ganguly	Member
5.	Asst. Prof. Dr. Sandeep Agarwal	Member
6.	Asst. Prof. Amit Ghogare	Member
7.	Asst. Prof. Aditya Mishra	Member
8.	Asst. Prof. Sushil Barua	Member
9.	Asst. Prof. Dr. Puran Shinde	Member
10.	Asst. Prof. Charuhari Nigudkar	Member
11.	Asst. Prof. Shyam Mal	Member
12.	Rohini Mishra	Women Representative
13.	Aakash Laxda (B.Com.)	Student Representative
14.	Shikhar Shinde (B.Com.)	Student Representative
15.	Rishi Poudyal (B.Sc.)	Student Representative
16.	Shradh Laxda (B.Sc.)	Student Representative



**6. Sarban Sonali Kendra- SC Reservation (Equal Opportunity Cell)/ Reservation Cell**

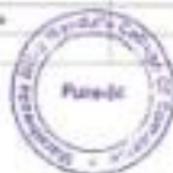
- Conduct awareness programs in accordance with SPPU guidelines
- Publish activity reports on college website and submit reports to university regularly
- Ensure conduct environment in college campus / resolve any issues.

Sr. No.	Name of Committee Members	Designation
1.	Dr. Ganesh Patil	Chairperson
2.	Asst. Prof. Dhanraj Ganit	Coordinator
3.	Asst. Prof. Suresh Borkar	Member
4.	Asst. Prof. Suresh Kankale	Member
5.	Asst. Prof. Dr. Pranita Raskar	Member
6.	Asst. Prof. Parshala Wadhav	Non-teaching member
7.	Mr. Shivan Gogate	Non-teaching member
8.	Mr. Ganesh Date	Non-teaching member
9.	Prithvi Kankale (B.Com.)	Student Representative
10.	Pooja Kankale (B.Com.)	Student Representative

**7. Discipline Committee**

- Monitor and enforce discipline within the college.
- Conduct orientation and awareness on student conduct.
- Communicate college discipline policy and guidelines to stakeholders through display boards, website etc.
- Set up a mechanism to avoid discipline / resolve discipline on college campus

Sr. No.	Name of Committee Members	Designation
1.	Dr. Ganesh Patil	Chairman
2.	Asst. Prof. Amit Gingsani	Coordinator
3.	Mr. Manohar Gohare	Member (Student)
4.	Asst. Prof. Pawan Sakarwal	Member
5.	Asst. Prof. Dr. Ashwin Doshi	Member
6.	Asst. Prof. Dr. Suresh Kothekar	Member
7.	Asst. Prof. Santosh Shrivastava	Member
8.	Asst. Prof. Dr. Gaurav Kulkarni	Member
9.	Asst. Prof. Dr. Sushil Kulkarni	Member
10.	Asst. Prof. Dr. Sanjay Anant	Member
11.	Asst. Prof. Dhanraj Ganit	Member
12.	Asst. Prof. Suresh Kankale	Member
13.	Asst. Prof. Parshala Wadhav	Member
14.	Mr. Jitendra Shivan	Member



**g. Purchase, Maintenance and DSR Committee:**

- a. Ensure transparent procurement process.
- b. Maintain college infrastructure and equipment.
- c. Verify quotations and specifications for purchase.
- d. Conduct periodic stock and asset verifications.
- e. Ensure college infrastructure and facilities environment in college campus / resolve any issues.
- f. Maintain and update inventory records.
- g. Conduct annual physical verification.
- h. Record movement and write-off of assets.
- i. Ensure proper tagging and marking of items.
- j. Maintaining the register at college and department level to reflect the movement of purchases.
- k. Ensuring numbering of college infrastructures as per the register.
- l. Communicating the details to central repository committee regularly.

Sr. No.	Name of Committee Members	Designation
1.	Dr. Ganesh Patil	Chairman
2.	Mr. Manojur Gohane	Coordinator (Librarian)
3.	Asst. Prof. Mahesh Wagh	Coordinator
4.	Asst. Prof. Dr. Anshul Parikh	Member
5.	Asst. Prof. Nishi Saravdekar	Member
6.	Asst. Prof. Dr. Swarna Kulkarni	Member
7.	Asst. Prof. Dr. Ganesh Baji Rajal	Member
8.	Asst. Prof. Santosh Shinde	Member
9.	Asst. Prof. Rakha Kulkarni	Member
10.	Mrs. Manjula Wadgaonkar	Non-teaching member
11.	Mr. Vikram Pawar	Non-teaching member
12.	Mr. Balwant Jadhav	Non-teaching member
13.	Mr. Pravin Patil	Non-teaching member
14.	Mr. Vikram Pawar	Non-teaching member
15.	Mrs. Shilpa Jadhav	Non-teaching member
16.	Mr. Dhanraj	Non-teaching member



**9. Admission Committee:**

- Coordinates the admission process as per university norms
- Ensure merit based and transparent admissions.
- Guide prospective students and parents.
- Maintain admission records and correspondence.
- To have SOPs of Admission process

Sr. No.	Name of Committee Members	Designation
1.	Dr. Ganesh Patore	Chairman
2.	Asst. Prof. Dr. Ashwin Kulkarni	DAC Coordinator
3.	Asst. Prof. Dr. Ashwin Patil	Member
4.	Asst. Prof. Dr. Dilga Kabre	Member
5.	Asst. Prof. Nitin Jaiswal	Member
6.	Asst. Prof. Dr. Tejas Kulkarni	Member
7.	Asst. Prof. Dr. Gurneet Kaur Rappal	Member
8.	Asst. Prof. Suresh Deyar	Member
9.	Asst. Prof. Dhanraj Dutt	Member
10.	Mrs. Harshita S. Wadkar	Non-Teaching Member

**10. Central Database Repository / Database Management System**

- Collect and store institutional data securely & provide data for academic and administrative use.
- Ensure timely updates and backups & facilitate accreditation and ranking requirements.
- Planning and setting up of a central database repository mechanism.
- Training all staff for the mechanism to upload the data in standardised format.
- Reviewing data from all departments and ensuring standardisation of data.
- This facility will be used for submission of data compliances like DPU's Annual Report, NIP, AICTE, SAC AML, AQAR etc.

Sr. No.	Name of Committee Members	Designation
1.	Dr. Ganesh Patore	Chairman
2.	Asst. Prof. Suresh Borkar	Coordinator
3.	Mr. Manish Gokhale	Member (IT/ITSI)
4.	Asst. Prof. Beetha Lalde	Member
5.	Asst. Prof. Pyram Vinay	Member
6.	Asst. Prof. Natan Bhangopkar	Member
7.	Asst. Prof. Biju Patil	Member
8.	Mrs. Harshita S. Wadkar	Non-Teaching Member



**11. College Magazine (JRM) & NMCC Newsletter (NMCC Connect)**

- Document campus events and student achievements.
- Encourage student participation in academic activities.
- Promote literary and creative endeavours.
- Publishing of the college magazine (annually) and newsletter (on monthly basis).
- Communication to senate committee.

Sr. No.	Name of Committee Members	Designation
1.	Dr. Ganesh Patil	Chairman
2.	Asst. Prof. Suresh Shinde	Coordinator
3.	Asst. Prof. Nita Patil	Member
4.	Asst. Prof. Beetha Kashi	Member
5.	Asst. Prof. Nitesh Karsagar	Member
6.	Asst. Prof. Nishita Upwadkar	Member
7.	Dr. Sandeep Bandgar	Member
8.	Rishika Dey (MAMC)	Student Representative
9.	Harshada Shirat (MAMC)	Student Representative
10.	Shrutika Chatur (MAMC)	Student Representative

**12. Time Table & Classroom Management**

- Prepare academic timetables for all departments revise and update timetables periodically.
- Ensure efficient use of infrastructure and teaching resources & address scheduling conflicts.
- Standardizing Time Table format considering number of divisions for classroom and laboratory.
- Verification and finalization of department time tables.
- Communicating the time tables central secretary committee.

Sr. No.	Name of Committee Members	Designation
1.	Dr. Ganesh Patil	Chairman
2.	Asst. Prof. Charushila Upadkar	Coordinator
3.	Asst. Prof. Dr. Ashwini Kulkarni	IQAC Coordinator & Member
4.	Asst. Prof. Suresh Gangane	Member
5.	Asst. Prof. Dr. Dilip Kashi	Member
6.	Asst. Prof. Vinayak Singh	Member
7.	Asst. Prof. Suresh Kulkarni	Member



**13. Academic Calendar:**

- Develop a comprehensive academic calendar.
- Schedule semester and extracurricular activities.
- Align with university guidelines.
- Quarterly and review the calendar with stakeholders.

Sr. No.	Name of Committee Members	Designation
1.	Dr. Ganesh Patore	Chairman
2.	Asst. Prof. Dr. Pawan Shinde	Coordinator
3.	Asst. Prof. Dr. Shilpa Kute	Member
4.	Asst. Prof. Mousal Kulkarni	Member
5.	Asst. Prof. Chanchalekha Nigdikar	Member
6.	Asst. Prof. Dr. Nalini Ramgopalkar	Member
7.	Asst. Prof. Parshant Nayk	Member

**14. Website, ERP & College domain Email ID Creation Committee:**

- Update and maintain the college website & ERP management (create, renew, content, structure etc.)
- Implement ERP solutions for academic and admin efficiency.
- Create and manage official email IDs.
- Ensure secure access and data management.
- Take content from department / forum / center / cell / central repository and publish on website
- Communicate to concerned department in call for separate reports

Sr. No.	Name of Committee Members	Designation
1.	Dr. Ganesh Patore	Chairman
2.	Asst. Prof. Nilesh Setaishwar	Coordinator
3.	Asst. Prof. Kaman Lalodi	Member
4.	Asst. Prof. Rakhi Haranmal	Member
5.	Asst. Prof. Sachina Anand	Member
6.	Asst. Prof. Suresh Shewar	Member
7.	Asst. Prof. Suresh Anandkar	Member



**11. Social Media / Media & Publicity / Notifications**

- a. To coordinate & update social media accounts.
- b. Highlight institutional activities and events.
- c. Draft and issue public notifications.
- d. Engage with the broader community digitally.
- e. To make students aware by making continuous updates through social media.

Sl. No.	Name of Committee Members	Designation
1.	Dr. Sameer Patil	Chairman
2.	Asst. Prof. Rashmi Kulkarni	Coordinator
3.	Asst. Prof. Sarbajit Shaha	Member
4.	Asst. Prof. Pooja Kargalkar	Member
5.	Asst. Prof. Dr. Pratik Kulkar	Member
6.	Asst. Prof. Parulohit Joshi	Member
7.	Asst. Prof. Trisha Shinde	Member
8.	Aditya R. (BAMC)	Student Representative
9.	Dhruv Kishor (BAMC)	Student Representative
10.	Shravan Kulkar (BAMC)	Student Representative
11.	Ashvi Patil (BAMC)	Student Representative



**16. Academic & Administrative Facilitation Committee**

- Coordinate between departments for smooth operations & assist in academic scheduling and record keeping.
- Plan and attend to Audit as per SPPU guidelines
- Submit audit and action taken report to chairman
- Communicate guidelines for audit to all faculty members

<b>Sl. No.</b>	<b>Name of Committee Members</b>	<b>Designation</b>
1.	Dr. Ganesh Kulkarni	Chairman
2.	Asst. Prof. Kameshbhar Rijpal	Coordinator
3.	Asst. Prof. Dr. Ashwin Kulkarni	Member [ICAC (Coordinator)]
4.	Asst. Prof. Nilesh Sureshkar	Member [ICAC (Coordinator)]
5.	Asst. Prof. Dr. Shilpa Kulkarni	Member
6.	Asst. Prof. Dr. Swarna Kulkarni	Member
7.	Asst. Prof. Sampat Shrivastava	Member
8.	Asst. Prof. Dr. Anurag Parikh	Member
9.	Asst. Prof. Dr. Pooja Shinde	Member
10.	Asst. Prof. Vikas Wagh	Member
11.	Asst. Prof. Shubhangi Malhe	Member
12.	Asst. Prof. Parag Gharpure	Member
13.	Asst. Prof. Sagar Kulkarni	Member
14.	Mrs. Parvati S. Wadkar	Non-Teaching Member



**13. Linkages & Collaborations**

- Identify and establish linkages with external agencies.
- Facilitate MoUs and collaborations projects.
- Organize joint academic and research programs.
- Promote internships and field-based learning.
- Plan and initiate activities towards realization of the above.
- Submit activity reports and action taken report to central repository.

Sr. No.	Name of Committee Members	Designation
1.	Dr. Esmah Fatma	Chairman
2.	Asst. Prof. Naily Saraydar	Coordinator (SQA Coordinator for Quality Initiatives)
3.	Asst. Prof. Dr. Ashwini Kulkarni	Member
4.	Asst. Prof. Dr. Ashwini Purkay	Member
5.	Asst. Prof. Dr. Shilpa Kadam	Member
6.	Asst. Prof. Dr. Sangeeta Kulkarni	Member
7.	Asst. Prof. Sangeeta Shewar	Member
8.	Asst. Prof. Gunwant Inam Rajput	Member

**14. IIS/Modern Indian Language & Foreign Language Cell & Student Council**

- Promote web in knowledge systems and multilingualism.
- Organize language learning programs and events.
- Plan and initiate activities towards realization of the above.
- Submit activity reports and action taken report to central repository.

Sr. No.	Name of Committee Members	Designation
1.	Dr. Esmah Fatma	Chairman
2.	Asst. Prof. Shilpa Kadam	Coordinator
3.	Asst. Prof. Sangeeta Shewar	Member
4.	Asst. Prof. Anam Gulwade	Member
5.	Asst. Prof. Greta Paul	Member
6.	Asst. Prof. Dr. Sangeeta Kulkarni	Member
7.	Asst. Prof. Shilpa Kadam	Member



**18. Urvast Bharat Aikya Committee/IRIS ISRO Noida Center & Competitve Examination Cell**

1. Implement staff engagement initiatives.
2. Conduct activities under ISRO's IRIS program.
3. Support preparation for competitive exams.
4. Provide counseling and resource material.
5. Plan and coordinate activities for projects, research etc.
6. Submit activity reports to central repository.

Sr. No.	Name of Committee Members	Designation
1.	Dr. Girish Patane	Chairman
2.	Asst. Prof. Dr. Savitri Arora	Coordinator
3.	Asst. Prof. Dr. Daljeet Singh	Member
4.	Asst. Prof. Sushil Gangra	Member
5.	Asst. Prof. Sagarini Karim	Member

**19. Green Club & Environmental Awareness Committee:**

1. Promote environmental awareness.
2. Organize tree plantation and waste management drives.
3. Conduct eco-friendly campaigns and workshops.
4. Implement green campus initiatives.
5. Submitting activity report to the central database repository.

Sr. No.	Name of Committee Members	Designation
1.	Dr. Girish Patane	Chairman
2.	Asst. Prof. Nimisha Tahir	Coordinator
3.	Asst. Prof. Indhira Mukhi	Member
4.	Asst. Prof. Karal Dandale	Member
5.	Asst. Prof. Gita Puri	Member
6.	Asst. Prof. Sameer Arora	Member
7.	Asst. Prof. Chhatri Bajaj	Member
8.	Taruni Mishra (BBA)	Student Representative
9.	Charvi Choudhary (B Com.)	Student Representative
10.	Sahar Bakhari (BBA-CA)	Student Representative



**21. Electoral Literacy Club**

1. Educate students on electoral rights and processes.
2. Conduct voter awareness programs.
3. Encourage democratic participation & celebrate victory events.
4. Submit activity reports to central database repository.

Sl. No.	Name of Committee Members	Designation
1.	Dr. Ganesh Patra	Chairman
2.	Asst. Prof. Dr. Pusara Bhanu	Coordinator
3.	Asst. Prof. Dr. Sandip Arjit	Member
4.	Asst. Prof. Dr. Kajanta Vidya	Member
5.	Asst. Prof. Gesta Patil	Member
6.	Asst. Prof. Kousal Suresh	Member
7.	Asst. Prof. Dr. Sangeeta Bantia	Member
8.	Yash Jadhav (B.Com.)	Student Representative
9.	Shreemati Srivada (B.Com.)	Student Representative
10.	Atul Pasalker (B.Sc.)	Student Representative
11.	Shruti Laghetani (B.Sc.)	Student Representative

**22. Cyber Security Club**

1. Spread awareness about cyber threats and safety.
2. Conduct workshops on digital literacy.
3. Promote responsible use of technology.
4. Collaborate with cyber experts for training.
5. Submit activity reports to central repository.

Sl. No.	Name of Committee Members	Designation
1.	Dr. Ganesh Patra	Chairman
2.	Asst. Prof. Shilpee Inamdar (M.Com.)	Coordinator
3.	Asst. Prof. Nitin Kati	Member
4.	Asst. Prof. Shrushti Malik	Member
5.	Asst. Prof. Nishita Jadhav	Member
6.	Asst. Prof. Nikita Gadhawe	Member
7.	Melhar Ganpat (B.Sc.)	Student Representative
8.	Dus Kalra (BBA-CA)	Student Representative



**23. Library & Learning Resources:**

6. Enhance access to digital and physical resources.
9. Improve reading habits and research culture.
10. Update subscriptions and resources regularly.
11. Provide orientation and training on library usage.
12. Ensure availability of books / online resources for students and teachers.
13. Submit library usage / activity reports to central repository.

Sr. No.	Name of Committee Members	Designation
1.	Dr. Suresh Kumar	Chairman
2.	Asst. Prof. Manohar Garkawe	Coordinate Librarian
3.	Asst.Prof. Anwarul Kabir	IQAC Coordinator
4.	Asst. Prof. Nishi Satarkar	IQAC Coordinator
5.	Asst. Prof. Dr. Ashwin Parikh	Member
6.	Asst. Prof. Dr. Shriya Kale	Member
7.	Asst. Prof. Dr. Suresh Kulkarni	Member
8.	Asst. Prof. Sarosh Shew	Member
9.	Asst. Prof. Dr. Garment Kaur Nagai	Member
10.	Mr. Rahul Dhanraj	Non-Teaching Member
11.	Mr. Nagesh Kewale	Non-Teaching Member



### 21. Alumni Association

1. Foster strong alumni relations.
2. Organize alumni events and networking events & encourage alumni contributions and mentoring.
3. Involve alumni in institutional development.
4. Publish alumni reports on college website and alumni events regularly.

Sr. No.	Name of Conviction Members	Designation
1.	Dr. Ganesh Patra	President
2.	Mr. Rajendra Lakshmin More	Working President
3.	Mr. Hemant Bhawanee Kaula	Vice President
4.	Asst. Prof. Dr. Jyoti Ganguly	Secretary / Coordinator
5.	Asst. Prof. Dr. Shilpa Kakra	Alumni Coordinator
6.	Dr. Ching Rathi	Treasurer
7.	Mr. Jitendra Singhani	Joint secretary
8.	Dr. Suresh Bhutadi	Joint Treasurer
9.	Mr. Dipendra Baruah	Joint working President
10.	Dr. C. Aarti Murugala	EC Member
11.	Dr. Vahid Chowdhury	EC Member
12.	Mr. Ashish Vijay Kale	EC Member
13.	Mr. Ajay Ranjan Dasgupta	EC Member
14.	Mrs. Archana Bhattacharya	EC Member
15.	Mrs. Shilpa Ajay Lal	EC Member
16.	Dr. Swati Raju Bar	EC Member
17.	Asst. Prof. Nishi Sanyal	Member
18.	Asst. Prof. Santosh Shrestha	Member
19.	Asst. Prof. Nishi Sanyal	Member
20.	Asst. Prof. Dr. Ganesh Kumar Hazra	Member
21.	Asst. Prof. Dr. Swarna Bhattacharya	Member



## 25. Extra-Mural Committee

- Contact guest lecturers and expert sessions, offer interdisciplinary and value-based education & Contact students with industry and academia.
- Promote exposure to contemporary issues & contact activities in accordance with MPU guidelines
- Publish activity reports on college website and submit reports to university regularly

Sr. No.	Name of Committee Members	Designation
1.	Dr. Ganesh Patil	Chairperson
2.	Asst. Prof. Dr. Anshu Khatwal	Coordinator
3.	Asst. Prof. Neha Tyagi	Member
4.	Asst. Prof. Nikita Chitambar	Member
5.	New Faculty Candidate	Member
6.	Mr. Parshat S. Wadkar	Non-Teaching Member
7.	Tularam Sawane (B.Com.)	Student Representative
8.	Safrak Drevkar (B.Com.)	Student Representative

## 26. Training and Placement Cell

- Contact skill development workshops, arrange campus interviews and career fairs.
- Interact with industry for training and placements.
- Guide students in resume building and interviews.
- Publish activity reports on college website.
- Maintain evidence of profile of students.

Sr. No.	Name of Committee Members	Designation
1.	Dr. Ganesh Patil	Chairperson
2.	Mrs. Aditi Sarage	Member
3.	Asst. Prof. Parulohit Kulk	TPO
4.	Asst. Prof. Dr. Sunita Gangani	Placement Coordinator
5.	Asst. Prof. Dr. Anshu Tyagi	Member
6.	Asst. Prof. Dr. Shilpa Kulkarni	Member
7.	Asst. Prof. Santosh Daria	Member
8.	Asst. Prof. Dr. Sumit Kumar Rajal	Member
9.	Asst. Prof. Nishi Subramani	Member
10.	Asst. Prof. Swarna Kulkarni	Member
11.	Asst. Prof. Meenal Kulkarni	Member
12.	Asst. Prof. Dr. Rajendra Vaidya	Member
13.	Asst. Prof. Nehal Wagh	Member
14.	Sobhi Kulkarni (BBA)	Student Representative
15.	Shruti Satpute (B.Sc.)	Student Representative
16.	Santosh Kulkarni (B.Com.)	Student Representative
17.	Rishi Parsh (BBA-CA)	Student Representative



**27. Innovation, Incubation, Start-ups, MMCI & Entrepreneurship Development Cell:**

- Support innovative student projects.
- Provide mentorship for start-up ideas.
- Facilitate incubation and entrepreneurship wastage.
- Conduct activities in collaboration with MMCI.
- Conduct entrepreneurship development activities for its promotion.
- Publish activity reports on college website regularly.

Sr. No.	Name of Committee Members	Designation
1.	Dr. Ganesh Patole	Chairperson
2.	Asst. Prof. Dr. Anil Singpurwalla	Coordinator
3.	Asst. Prof. Jagda Bhusari	Member
4.	Asst. Prof. Rashika Karpudkar	Member
5.	Asst. Prof. Shubhang Math	Member
6.	Asst. Prof. Sumant Amekar	Member
8.	Pragya Parikshara (B.Sc.)	Student Representative
10.	Galwan Patil (B.Com.)	Student Representative
11.	Taruni Joshi (BBA)	Student Representative

**28. Sports & Recreation Committee:**

- Organize sports tournaments and training sessions.
- Maintain grounds and sports facilities.
- Encourage student participation in sports.
- Promote physical fitness and team spirit.
- Conduct sports activities in accordance with IPW guidelines.
- Publish activity reports on college website and submit reports to university regularly.

Sr. No.	Name of Committee Members	Designation
1.	Dr. Ganesh Patole	Chairperson
2.	Asst. Prof. Anil Singpurwalla	Coordinator
3.	Asst. Prof. Dhanraj Gore	Member
4.	Asst. Prof. Sangeet Sankar	Member
5.	Male Faculty in College Sports	Member
6.	Mrs. Shivali Babbar	Non-teaching member



#### 29. Examination Committee:

1. Ensure smooth conduct of internal and university exams.
2. Maintain confidentiality and discipline.
3. Address grievances related to assessments.
4. Coordinate with university exam departments.
5. Ensure smooth conduct of college examination as per SPP's guidelines.
6. Publish result analysis and academic progress report after the declaration of results.

Sl. No.	Name of Committee Members	Designation
1.	Dr. Anand Patil	Chairperson
2.	Asst. Prof. Dr. Anand Patil	CEO
3.	Asst. Prof. Dr. Shikha Kulkarni	Deputy CEO
4.	Asst. Prof. Dr. Roshni Bhandari	Deputy CEO
5.	Asst. Prof. Nishi Satavkar	Member
6.	Asst. Prof. Vighna Mishra	Member
7.	Asst. Prof. Manoj Deshpande	Member
8.	Asst. Prof. Anurag Talwar	Member
9.	Asst. Prof. Sneha Chaturvedi	Member
10.	Asst. Prof. Smita Jadhav	Member
11.	Asst. Prof. Parag Gharpure	Member
12.	Asst. Prof. Saugandha Kumbhar	Member
13.	Mrs. Manisha Madhwar	Non-Teaching Member
14.	Ms. Vikram Pawar	Non-Teaching Member
15.	Ms. Divya Dake	Non-Teaching Member
16.	Mrs. Sachin Patil	Non-Teaching Member
17.	Mrs. Shilpa Lad	Non-Teaching Member
18.	Ms. H. H. Chavan	Non-Teaching Member
19.	Ms. Anshu Kulkarni	Non-Teaching Member
20.	Mrs. Manoj Kulkarni	Non-Teaching Member
21.	Mrs. Neeta Salunke	Non-Teaching Member



**B). Art Circle & Cultural Committee:**

1. Organize cultural events, competitions, & celebrate cultural heritage.
2. Identify and promote student talents.
3. Encourage creativity and expression of students.
4. Conduct cultural activities for college and participate in other college events / university sponsored cultural events.
5. Publish activity reports on college website and submit reports to university regularly.

Sl. No.	Name of Committee Members	Designation
1.	Dr. Ranjith Patra	Chairperson
2.	Asst. Prof. Sitansu Kabra	Coordinator
3.	Asst. Prof. Dr. Ashwini Parash	Member
4.	Asst. Prof. Nabina Awas	Member
5.	Asst. Prof. Yagita Ramani	Member
6.	Asst. Prof. Dr. Subjit Kalyanmishra	Member
7.	Asst. Prof. Bina Pati	Member
8.	Asst. Prof. Geeta Pati	Member
9.	Asst. Prof. Sanjay Anant	Member
10.	Asst. Prof. Koyal Gulanda	Member
11.	Mrs. Archana Waghchaure	Member
12.	Asst. Prof. Rakha Khattarwal	Member (Finance & Accounts - Teaching)
13.	Dr. Vikram Pooja	Member (Finance & Accounts Non-Teaching)
14.	Manoj Kulkarni (BBA-IE)	Student Representative
15.	Hemant Choudhary (BBA-CA)	Student Representative
16.	Fakhrain Lohare (B.Com.)	Student Representative



**31. Post Graduate Research Center Committee-**

- Promote research among PG students and faculty.
- Facilitate research funding and publications.
- Organize research seminars and conferences/ workshops / conferences on research areas.
- Conduct review of promotion events / activities & publish activity reports on college website.

Sr. No.	Name of Committee Members	Designation
1.	Dr. Ganesh Patole	Chairman & Research Head
2.	Asst. Prof. Dr. Suresh Kulkarni	Coordinator
3.	Asst. Prof. Dr. Ashwini Kishor	Member
4.	Asst. Prof. Dr. Dilip Kalra	Member
5.	Asst. Prof. Dr. Sanjay Anant	Member
6.	Asst. Prof. Dr. Sunil Gargam	Member
7.	Asst. Prof. Dr. Gurmast Kaur Rajpal	Member
8.	Asst. Prof. Dr. Rajeshwar Bhople	Member
9.	Dr. Jagjit Kaur	Member
10.	Asst. Prof. Deekshitha Govil	Member
11.	Mrs. Vandita Wadkar	Non-teaching member
12.	Mr. Akhilesh Kote	Non-teaching member

**32. Antenna Free Campus Committee-**

- Conduct health check-up drives and awareness campaigns.
- Promote balanced nutrition and hygiene.
- Collaborate with health agencies and NGOs.
- Monitor health indicators regularly.

Sr. No.	Name of Committee Members	Designation
1.	Dr. Ganesh Patole	Chairperson
2.	Asst. Prof. Dr. Jagjit Kaur	Coordinator
3.	Asst. Prof. Deekshitha Govil	Coordinator - RSLPO
4.	Asst. Prof. Dr. Sanjay Anant	Member
5.	Asst. Prof. Geeta Patel	Member
6.	Asst. Prof. Sunjay Ambekar	Member
7.	Asst. Prof. Shweta Nani	Member



**35. Value-Added Courses Committee:**

- a. Design and implement industry-relevant courses.
- b. Provide certification and practical exposure.
- c. Enhance employability and skills.
- d. Review and propose course offerings.
- e. Decide the value added programs offered by SPN.

Sl. No.	Name of Committee Members	Designation
1.	Dr. Ganesh Patore	Chairperson
2.	Asst. Prof. Dr. Deepa Subhakar	Coordinator
3.	Asst. Prof. Dhanesh Gait	Coordinator – W&PD
4.	Asst. Prof. Swapnil Kamble	Member
5.	Asst. Prof. Dr. Sandip Arpat	Member
6.	Asst. Prof. Jyoti Patil	Member
7.	Asst. Prof. Ekta Vaidya	Member
8.	Asst. Prof. Dr. Puram Shinde	Member
9.	Asst. Prof. Chaitali Badgami	Member

**36. National Education Policy (NEP), Academic Bank of Credit (ABC), Apprenticeship Embedded Degree/Diploma Programmes (AEDP) Committee:**

1. To implement the key directives of the National Education Policy (NEP) 2020 at the institutional level, ensuring alignment with national educational goals and frameworks.
2. To facilitate the adoption and effective implementation of the Academic Bank of Credit (ABC) system, enabling seamless credit transfer, academic mobility, and flexible learning pathways for students.
3. To design, approve, and monitor Apprenticeship Embedded Degree/Diploma Programmes (AEDP) in collaboration with industry partners, promoting skill-based and experiential learning.
4. To create awareness and provide guidance among faculty and students regarding ABC, NEP efforts, and AEDP opportunities, ensuring active participation and smooth execution.

Sl. No.	Name of Committee Members	Designation
1.	Dr. Ganesh Patore	Chairperson
2.	Asst. Prof. Dr. Sachin Sangam	Acad. Officer
3.	Asst. Prof. Smita Koppal	Member
4.	Asst. Prof. Dr. Purnima Borkar	Member
5.	Asst. Prof. Manoj Deshpande	Member
6.	Asst. Prof. Dr. Sangam Ramgiri	Member



**25. Staff Academy:**

- To organize regular meetings of staff members on regular basis.
- To moderate internal communication among all HODs.
- Organize various activities for Teachers (Teachers Forum).
- Overall coordination between teaching and non-teaching members.

Sr. No.	Name of Committee Members	Designation
1.	Dr. Ramesh Kumar	Chairman
2.	Asst. Prof. Anand Kumar	Staff Secretary
3.	Asst. Prof. Nitu Paul	Member
4.	Asst. Prof. Chakrabarti Nigraloj	Member
5.	Asst. Prof. Dr. Kuldeep Verma	Member
6.	Asst. Prof. Nalin Kamegobkar	Member
7.	Asst. Prof. Shyamoli	Member

**26. Hygiene/No. Yash Manch:**

- Empower girl students through leadership activities.
- Conduct awareness on gender and health issues.
- Provide a platform for expression and support.

Sr. No.	Name of Committee Members	Designation
1.	Dr. Garoob Fatima	Chairperson
2.	Asst. Prof. Yashita Rana	Coordinator
3.	Asst. Prof. Reetima Devi	Member
4.	Asst. Prof. Nitu Paul	Member
5.	Asst. Prof. Shubhangi Mishra	Member
6.	Asst. Prof. Anshu Waghmare	Member
7.	Yashika Jais (B.Com.)	Student Representative
8.	Shikha Kulkarni (BBA-CO)	Student Representative

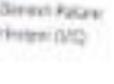


**82. Alumni Networking Committee:**

- a. Foster strong alumni relations.
- b. Organize alumni meets and networking events & encourage alumni contributions and mentoring.
- c. Involve alumni in institutional development.
- d. Publish activity reports on college website and submit reports regularly.

Dr. No.	Name of Committee Members	Designation
1.	Dr. Suresh Patil	Chairperson
2.	Asst. Prof. Dr. Sunil Gangani	Covering
3.	Asst. Prof. Dr. Shilpa Kabra	Member
4.	Asst. Prof. Dr. Ashwini Parthi	Member
5.	Asst. Prof. Neha Satavkar	Member
6.	Asst. Prof. Suresh Shrestha	Member
7.	Asst. Prof. Dr. Gunwant Kaur Rajpal	Member
8.	Asst. Prof. Dr. Seema Kulkarni	Member
9.	Asst. Prof. Snehal Datar	Member
10.	Asst. Prof. Madhavi Inamdar	Member
11.	Asst. Prof. Dr. Pranita Kulkar	Member
12.	Asst. Prof. Dr. Indira Kharagankar	Member

The above list is subject to change as per the requirement from time to time.

Dr. No.	Name of the signing authority	Designation	Signature
1.	Dr. Ashwini Parthi	Coordinator B. Com.	
2.	Dr. Shilpa Kabra	Coordinator M. Com.	
3.	Dr. Seema Kulkarni	HOD, Computer Science (B.Sc. - IT)	
4.	Dr. Gunwant Kaur Rajpal	HOD, Business Administration	
5.	Mrs. Suresh Shrestha	HOD, MA/BC	
6.	Mrs. Madhavi Inamdar	Administrative Officer	

  
Mrs. Neha Satavkar  
IQAC Coordinator



  
Dr. Ashwini Kulkarni  
IQAC Coordinator

  
Dr. Suresh Patil  
Principal (IQ)



MARATHWADA MITRA MANDAL'S  
**COLLEGE OF COMMERCE**

Affiliated to Savitribai Phule Pune University, Re-Accredited by NAAC with "A" Grade  
ISO 9001:2015 Certified, Awarded as Best College by Savitribai Phule Pune University  
TEC/A, Doreen Gymkhana, Pune - 411004  
principal@mmmc.edu.in, empoly@mmmc.edu.in, www.mmm.edu.in

*Report of Prevention of Sexual  
Harassment Committee*

**AY 2024-25**

The annual report 2024-25 submitted by Prevention of Sexual Harassment Committee:  
Registers zero complaints of sexual harassment.

No. of complaints received	No. of complaints disposed off	No. of complaints pending for more than sixty days	Nature of action taken by the employer
0	0	0	NA

  
Dr. Ashwini Kulkarni  
ICC Coordinator  
Sign / Date: 26/03/2025

  
Dr. Girish Patil  
Chairperson  
Sign / Date: 26/03/2025



MARATHIWADA MITRA MANDAL'S  
**COLLEGE OF COMMERCE**

Affiliated to Savitribai Phule Pune University, Re-Accredited by NAAC with "A" Grade  
ISO 9001:2015 Certified, Awarded as Best College by Navitribal Phule Pune University  
202/A, Deccan Gymkhana, Pune - 411004  
[principal@mmms.edu.in](mailto:principal@mmms.edu.in), [registrar@mmms.edu.in](mailto:registrar@mmms.edu.in), [www.mmms.edu.in](http://www.mmms.edu.in)

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***Internal Complaints Committee  
Minutes of the Meeting***

Dr. Ashwini Kulkarni welcomed all the committee members and briefed about the agenda of the meeting. She apprised the members that there is no any issue which is registered till date in the current academic year.

The committee members were apprised about the various sessions & activities organized for the students as a proactive initiative of Internal Complaints Committee.

The activities conducted were as follows:

- Nishitha Kanya Abhiyan was organized for all college girl students on 4th March 2023. The event's highlight was the Self-Defense Workshop led by Miss. Sakshi Yandekar and Miss. Rejani Chargo, experts in martial arts and self-defense techniques. The workshop provided students with hands-on training in essential self-defense techniques, enabling them to respond effectively in case of an emergency. The session included: Basic self-defense techniques such as defensive stance, escape tactics, and counterattacks importance of body awareness and confidence in threatening situations how to stay calm under pressure and make quick decisions in unsafe situations The trainers demonstrated various techniques and guided the students in practicing them, fostering a sense of empowerment and self-confidence among participants. This event was held with the participation of 363 students.
- On 3th March, 2023 an interactive session was organized on Legal Literacy for Women Empowerment by Adv. Dr. Jyoti Bhakare students (affiliated Registrar Savitribai Phule Pune University) on the occasion of Women's Day. The objective was to spread Legal Literacy and awareness about gender equality. Madam explained the rights of women and encouraged the girls to raise the voice against injustice in simple language. The session proved to be important platform for open discussions on problems faced. The girl students actively participated and asked questions which were effectively handled increasing the confidence among them. The session received an overwhelming response from 108 students and 14 faculty members.

- On 1st February 2021 a session on 'ME and MY Mind' was organized the resource guest was Mr Sagar Jangid. In the session the relation of 'We and our Mind' was effectively portrayed by the Pastoremic show. The guest explained the importance of controlling the mind in developing the personality. The session concluded with a question-and-answer session.

All members assured to continue with organizing more of such events in future as well. Prof. Nitin Sateelkar proposed the formal vote of thanks for the meeting.

Prepared By / Verified By

  
Dr. Ashwin Kulkarni  
ICC Coordinator  
Sign / Date: 26/03/2021

Approved By

  
Dr. Ganesh Patil  
Chairman  
Sign / Date: 26/03/2021