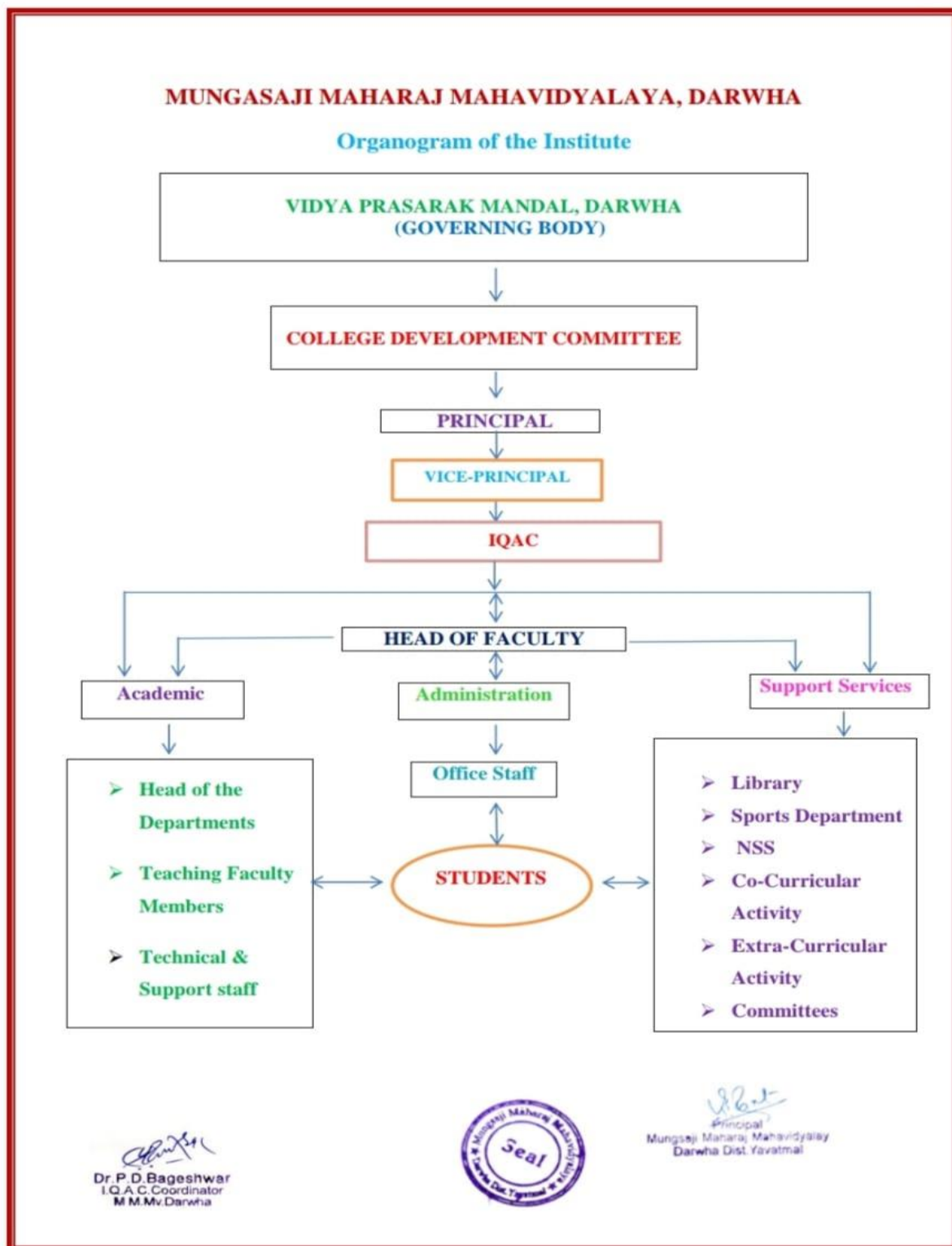


MUNGASAJI MAHARAJ MAHAVIDYALAYA DARWHA, DISTRICT- YAVATMAL

Session -2022-23

6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.



MUNGASAJI MAHARAJ MAHAVIDYALAYA
DARWHA Dist. YAVATMAL

[www.mmcdarwha.org\(new\)](http://www.mmcdarwha.org(new))
NEW NAAC ACCREDITED WITH GRADE 'B'

***Arts, Commerce, Science &
H.S.C.V.***

PROSPECTS
SESSION 2022-23

College Internal Various Committees in Prospects Session 2022-23

1) In-charge Professor of Admission Proses

B.A. Part One	: prof. R. K. Borkar
B.A. Part One	: Prof. Ku. P. B. Ruikar
B.A. Part One	: Dr. S. V. Bhurale
B.Com. Part One	: Dr. M. N. Moharil
B.Sc. Part One A	: Prof. Ku. D. D. Khothekar
B.Sc. Part One B	: Prof. Ku N.D. Mahurkar
Post Graduate History	: Dr. S. V. Bhurale
Post Graduate Political	: Dr. S. B. Chakawe
Post Graduate Sociology	: Dr. N.R. Bhingare
Post Graduate Marathi	: Dr. H.S. Jadhao
Post Graduate Economics	: Dr. S. M. Sawant
Post Graduate Commerce	: Dr. K.V. Dhawale
Post Graduate Home Economics	: Dr. S. V. Ghuikhedkar
Post Graduate Chemistry	: Dr. N.A. Rashidi
Post Graduate Physics	: Dr. K.K. Hurade
Post Graduate Mathematics	: Dr. Y.S. Solanke
Post Graduate Botany	: Dr. P.H. Bhagwat
Post Graduate Zoology	: Dr. P.D. Bageshwar
11 th Arts A	: Prof. Y. H Pawar
11 th Arts B	: Prof. Y. H Pawar
11 th Commerce	: Dr. S.S. Gawande/ Prof. Ku. V. A. Kumare
11 th Poultry	: Prof. A.P Manwar
12 th Poultry	: Dr. S. P Akhare
11 th Horthy	: Prof. G. M. Shirbhate
12 th Horthy	: Prof. S. S. Raut
11 th Electrical	: Prof. N.R. Khan
12 th Electrical	: Prof. N.R. Khan

2) Post Graduate In-charge Professor

Post Graduate History	: Dr. S. V. Bhurale
Post Graduate Political	: Dr. S. B. Chakawe
Post Graduate Sociology	: Dr. N.R. Bhingare
Post Graduate Marathi	: Dr. H.S. Jadhao
Post Graduate Economics	: Dr. S. M. Sawant
Post Graduate Commerce	: Dr. K.V. Dhawale
Post Graduate Home Economics	: Dr. S. V. Ghuikhedkar
Post Graduate Chemistry	: Dr. N.A. Rashidi
Post Graduate Physics	: Dr. K.K. Hurade
Post Graduate Mathematics	: Dr. Y.S. Solanke
Post Graduate Botany	: Dr. P.H. Bhagwat
Post Graduate Zoology	: Dr. P.D. Bageshwar

3) Admission Committee

1) Senior college (Arts)	:-Prof. Dr. S.B. Chakave
2) Senior college (Commerce)	:-Prof. Dr. K.V . Dhawale
3) Senior college (Science)	:-Prof .Dr .K. K . Hurde

- 4) Junior College(Arts ,Commerce)
- 5) H.S.C.V Department
- 6) Junior Science (11th ,12th Science)

:- Prof. Y. H. Pawar
 :-Prof.Dr. S. P . Akhare
 :-Prof. Dr.Y. S . Solanke
 :-Prof. Ku. S.V. Thakre

4) Time table Committee

- 1) Senior college (Arts Faculty)
- 2) Senior college (Commerce)
- 3) Senior Science college and Junior Science College
- 4) Junior College
- 5) H.S.C.V Department
- 6) Junior Science College

:-Prof. Dr. S. B. Chakave
 :-Prof. .Dr. K.V . Dhawale
 :-Prof. Dr.Y. S . Solanke

:-Prof. Y. H. Pawar
 :-Prof. J. M . Shirbhate
 :-Prof. S.R. Tawde

5) Class -Teacher In charge

- 1) Prof. R.K Borkar
- 2) Prof. Ku. P. B Ruikar
- 3) Prof. S.V. Bhurale
- 4) Prof. Ku. A.N. Qurewshi
- 5) Prof. Ku. Farhana Shaikh
- 6) Prof . Dr. S .M. Sawant
- 7) Prof. Dr. S. H .Jadhao
- 8) Dr. M. N. Moharil
- 9) Dr. K.V. Dhawale
- 10) Prof. D. D. Kothekar
- 11) Prof. N. D. Mahurkar
- 12) Prof. Dr. Y. S. Solanke
- 13) Prof. Dr. N. A. Rashidi
- 14) Prof. Y. H. Pawar
- 15) Prof.V. A. Kumare
- 16) Prof.Y. H. Pawar
- 17) Prof. Dr. S. S. Gawande
- 18) Prof. S. S.Raut
- 19) Prof. J. M. Shirbhate
- 20) Prof. N. R. Khan
- 21) Prof. N. R. Khan
- 22) Dr.S. P. Aakhare
Technology 12th
- 23) Prof. A. P. Manwar
Technology 11th
- 24) Prof. S.P. Thakare
- 25) Prof. N. S. Matode

:-B.A Part 1 A
 :-B.A Part 1
 :-B.A Part 1 C
 :-B.A Part 2 A
 :-B.A Part 2 B
 :-B.A Part 3
 :-B.Com Part 1
 :-B.Com Part 2
 :-B.Com Part 3
 :-B.Sc. Part 1 A
 :-B.Sc. Part 1 B
 :-B.Sc. Part 2
 :-B.Sc. Part 3
 :-11 Arts (A and B)
 :-11 Commerce
 :-12 Arts (A and B)
 :-12 Commerce
 :-Horticulture 12th
 :-Horticulture 11th
 :-Electrical technology 12th
 :-Electrical technology 11th
 :-Animal Husbandry and Dairy
 :-Animal Husbandry and Dairy
 :-11th Science
 :-12th Science

6) A) Sitting arrangement, Classroom cleanliness, Furniture

- 1) Dr. P. H. Bhagwat
- 2) Dr. M. N. Moharil
- 3) Prof. R. K. Borkar

B. Water arrangement

- 1) Dr. S. M. Sawant

- 2) Prof. Y. H. Pawar
- 3) Prof. D. D. Kothekar

C. Electric, electricals devices arrangement

- 1) Prof. N. R. Khan
- 2) Prof. S. R. Tawade

7) Students council and Late Balasaheb Ghuikhedkar Birth/Death Anniversary Committee

- 1) Prof. Dr. S. H. Jadhao
- 2) Prof. R. K. Borkar
- 3) Dr. P. H. Bhagwat
- 4) Dr. S. V. Bhurle
- 5) Dr. Farhana Shaikh
- 6) Prof. Y. H. Pawar
- 7) Prof. N.R.Khan

8) Staff Council Committee

- | | |
|---------------|-------------------------------------|
| 1) President: | :-Principal Dr. V. B. Raut |
| 2) Secretary: | :-Prof. Dr. K. K. Hurde |
| 3) Members: | :-Prof. Dr. S. V. Ghuikhedkar |
| | :-Prof. Dr. S. B. Chakave |
| | :-Dr. K.V. Dhawale |
| | :-Prof. A.N. Khandare |
| | :-Prof. Dr. S. P. Aakhare |
| | :-Mr. S. N. Sonone (Superintendent) |

9)Games and Sports Committee

- 1) Prof. S. A. Damhare
- 2) Dr. S. V. Bhurle
- 3) Dr. A. N. Qureshi
- 4) Prof. Y. H. Pawar
- 5) Prof. S. S. Raut
- 6) Prof. N. R. Khan

10)National Service Scheme

- 1) Dr. M. N. Moharil (Program officer)
 - 2) Prof. R. K. Borkar (Assistant Program officer)
 - 3) Prof. P. B. Ruikar (Lady-Assistant Program officer)
 - 4) Dr. A. N. Qureshi,
 - 5) Ms. N. D. Mahurkar
- (As per circular of University)

11)Students Development, Competitive Exam and career Counseling and Guidance cell

- 1) Dr. P. H. Bhagwat
- 2) Dr. S. V. Bhurale
- 3) Prof. R. K. Borkar
- 4) Prof. S. A. Damhare
- 5) Prof. D. D. Kothekar
- 6) Prof. A. P. Manwar

12)Cultural Programme Committee

- 1) Prof. Dr. Y. S. Solanke
- 2) Dr. S. V. Bhurale
- 3) Prof. Y. H. Pawar
- 4) Prof. V. A. Kumare
- 5) Prof. A. P. Manwar
- 6) Dr. A. N. Qureshi

13)Examination committee

- 1) Prof. Dr. A. R. Ladole (All Exam Controller)
- 2) Dr. A. N. Qureshi (Arts Internal Exam)
- 3) Dr. K.V. Dhawale(Commerce Internal Exam)
- 4) Prof. Dr. N. A. Rashidi(Science Internal Exam)
- 5) Prof. Y. H. Pawar(Junior College)
- 6) Prof. S. S. Raut(H.S.C.V.)
- 7) Prof. J.M. Shirbhate (Annual Oral Exam)
- 8) Prof. N.S. Matode (Junior Science Internal Exam)
- 9) Prof. S. Kharode (Annual Oral Exam)

14)E.B.C. and Scholarship concession Committee

- 1) Prof. Dr. S. H. Jadhao (Sr College)
- 2) Prof. Y. H. Pawar (Jr College)
- 3) Prof. J. M. Shirbhate (H.S.C.V.)
- 4) Prof. N. D. Mahurkar,
- 5) Dr. A. N. Qureshi (Minority Scholarship) E.B.C.

15)Remedial Coaching Committee

- 1) Prof. D. D. Kothekar(Sr Colleg)
- 2) Dr. S.V. Bhurale (Sr Colleg)
- 3) Prof.P. B. Ruikar(Sr Colleg)
- 4) Prof. S.S. Raut(H.S.C.V)
- 5) Prof. Dr. S.S. Gavande(Jr.College)

16)Library Committee

- 1) Dr. V. B. Raut (President)
- 2) Dr. A. G. Wakode (Librarian, Secretary Librarian)
- 3) Dr. S. V. Ghuikhedkar (Member)
- 4) Prof. Dr. K. K. Hurde (Member)
- 5) Prof. Dr. S. B. Chakave (Member)
- 6) Dr. K.V. Dhawale (Member)
- 7) Prof. Dr. S. P. Aakhare (Member)
- 8) Prof. Dr. S.S.Gavande (Member)
- 9) Mr.S.S. Sonone (Superintendent)

17)Grievance Redressal Cell and Students discipline Committee

- 1) Prof. Dr. S. H. Jadhao
- 2) Prof. Dr. P.D. Bageshwar
- 3) Prof. S. A. Dambhare
- 4) Prof. Dr. Farhana Shaikh

- 5) Prof. Y. H. Pawar
- 6) Prof. J. M. Shirbhate
- 7) Dr. M. N. Moharil
- 8) S.S. Sonone (Superintendent)

18)Board of grants and other Construction Committee

- 1) Prof. Dr. S. B. Chakave (Vice Principal)
- 2) Prof. Dr. S.V. Chatur
- 3) Prof. S.A.Dambhare
- 4) Mr. S.S. Sonone

19)Garden campus beautification and Cleanliness Committee

- 1) Dr. S. M. Sawant
- 2) Dr. S. V. Bhurle
- 3) Dr. M. N. Moharil
- 4) Prof. N. D. Mahurkar
- 5) Prof. Y. S. Pawar (H.S.C.V)
- 6) Prof. J. M. Shirbhate(H.S.C.V)
- 7) Prof. Y. H. Pawar(Jr.College)
- 8) Prof. D. D. Kothekar

20)Linkage Committee

- 1) Dr. P. H. Bhagwat (Science)
- 2) Dr. M. N. Moharil (Commerce)
- 3) Prof. P. B. Ruikar(Arts)
- 4) Prof. N. R. Khan (Jr.College)

21)Research Promotion Cell

- 1) Prof. Dr. S. B. Chakave(Vice Principal)
- 2) Dr. P. H. Bhagwat
- 3) Prof. Dr. N. A. Rashidi
- 4) Dr. S. M. Sawant
- 5) Dr. A. G. Wakode (Librarian)

22)Hostel, Canteen an Motor cycle stand arrangement

- 1) Prof. Dr. P. D. Bageshwar (Sr College)
- 2) Prof. R. K. Borkar
- 3) Prof. J. M. Shirbhate (Jr.and H..S.C.V)
- 4) Prof. A.P. Manwer
- 5) Prof. Ku. Farhana Shaikh
- 6) Prof. D. D. Kothekar

23)Educational tour Committee

- 1) Prof. R. K. Borkar(Sr College)
- 2) Prof. D. D. Kothekar
- 3) Prof. Y. H. Pawar
- 4) Prof. Ku. V. A. Kumare

- 5) Dr. A. N. Qureshi
- 6) Prof. P. B. Ruikar

24) Alumni Association Committee

- 1) Prof. P. B. Ruikar
- 2) Dr. K.V. Dhawale
- 3) Prof. S. A. Dambhare
- 4) Prof. A. N. Khandare
- 5) Prof. Dr. S. P. Aakhare
- 6) Prof. Dr. N. A. Rashidi
- 7) Prof. Dr. S.S. Gavande

25) Parents Association Committee

- 1) Prof Dr. S H Jadhao
- 2) Prof Dr. K V Dhawale
- 3) Prof. P B Ruikar
- 4) Prof J M Shirbhate
- 5) Prof. Dr. Farhana Shaikh

26) University Grants Commission Five Year Plan Committee

- 1) Prof. Dr. S. B. Chakave
- 2) Prof. Dr. S. V. Chatur
- 3) Prof. Dr. N. R. Bhingare
- 4) Prof. Dr. A. G. Wakode (Librarian)
- 5) Mr. S. N. Sonone

27) Committee to introduce new courses

- 1) Prof. Dr. Y. S. Solanke
- 2) Prof. Dr. S. H. Jadhao
- 3) Prof. Dr. M. N. Moharil
- 4) Prof. Dr. S. S. Gawande

28) English Coaching Plan Committee

- 1) Prof. Dr. A. R. Ladole (Sr College)
- 2) Prof. R. K. Borkar (Sr College)
- 3) Prof. P. B. Ruikar (Sr College)
- 4) Prof. S. P. Aakhare (HSCV)
- 5) Prof. S. S. Raut
- 6) Prof. N. R. Khan
- 7) Prof. J. M. Shirbhate
- 8) IQAC (Internal Quality Assurance Cell)

29) I.Q.A.C. Internal Quality Assurance Cell

- 1) Principal, Dr. V. B. Raut (President)
- 2) Prof. Dr. S. V. Ghuikhedkar (Member)
- 3) Dr. V. M. Umale (Member)
- 4) Ad. N. M. Jawake (Member)
- 5) Mr. S. K. Pawar (Member)
- 6) Prof. P. B. Bunde (Member)
- 7) Prof. Dr. S. B. Chakave (Member)

- 8) Prof. Dr. K. K. Hurade(Member)
- 9) Prof. Dr. A. R. Ladole(Member)
- 10) Prof. Dr. K. V. Dhawale(Member)
- 11) Prof. Dr. A. G. Wakode(Member)
- 12) Mr. S. N. Sonone (Member)

30) College Magazine Committee

- 1) Prof. Dr. S. V. Chatur
- 2) Prof. R. K. Borkar
- 3) Prof. D. D. Kothekar
- 4) Prof. Y. H. Pawar
- 5) Prof. J. M. Shirbhate
- 6) Prof. Dr. Farhana Shaikh
- 7) Prof. Smita Kharode

31) Women development Cell

- 1) Prof. Dr. N. A. Rashidi (Coordinator)
- 2) Prof. Dr. S.B. Chakave (Vice Principal)
- 3) Prof. Dr. S. B. Ghuikhedkar
- 4) Prof. Dr. A. N. Quireshi
- 5) Sau. A. P. Shelake

32) Academic Audit and Appraisal Assessment Committee

- 1) Prof. Dr. S. B. Chakave (Vice Principal)
- 2) Prof. Dr. K. K. Hurade
- 3) Prof. P.D. Bageshwar
- 4) Prof. Dr. A. R. Ladole
- 5) Prof. Dr. S. V. Chatur

33) Planning Committee

- 1) Prof. Dr. S.V. Chatur
- 2) Prof. Dr. P. D. Bageshwar
- 3) Prof. Dr. K. V. Dhawale
- 4) Prof. D. D. Kothekar

34) Chintan Manan Committee

- 1) Prof. Dr. K. K. Hurade
- 2) Prof. S. A. Dambare
- 3) Prof. Dr. K. V. Dhawale
- 4) Prof. N. D. Mahurkar

35) Students Guidance Center

- 1) Prof. Dr. Y.S. Solanke (Cultural Department)
- 2) Prof. Dr. S. N. Moharil(NSS)
- 3) Prof. S. A. Dambhare (Games and Sports)
- 4) Prof. Dr. P.H. Bhagwat (Students Development Cell)

36) Anti-Ragging Committee

- 1) Dr. V.B. Raut, Principal
- 2) Dr. S. B. Chakave, vice principal
- 3) Dr. K. K. Hurde, Science Faculty Head

- 4) Dr. K. V. Dhawale, Commerce Faculty Head
- 5) Prof. Y. H. Pawar, Junior Faculty Head
- 6) Dr. S. P. Aakhare, Head of HSCV
- 7) Prof. S. A. Dambhare (Director, Physical Education)
- 8) Dr. S. S. Gawande (Women Representative)
- 9) Prof. P. B. Ruikar (Women Representative)
- 10) Dr. M. N. Moharil, NSS Officer
- 11) Ad. N. S. Javake, Advisor
- 12) Police Inspector Police Administration, Darwha

37) Students Development Cell

- 1) Dr. P. H. Bhagwat
- 2) Prof. S. A. Dambhare
- 3) Dr. S. V. Bhurale
- 4) Prof. R. K. Borkar
- 5) Prof. N. D. Mahurkar

38) Code of Conduct Committee

- 1) Dr. V. B. Raut (Principal)
- 2) Prof. Dr. S. B. Chakave (Vice-Principal)
- 3) Prof. Dr. P. D. Bageshwar (IQAC Coordinator)
- 4) Prof. Dr. K. K. Hurde
- 5) Dr. K. V. Dhawale
- 6) Prof. S. A. Dambhare

39) Blind-Handicap students development Committee

- 1) Dr. V. B. Raut (Principal)
- 2) Dr. K. V. Dhawale
- 3) Dr. F. S. Shaikh
- 4) Prof. .D. D. Kothekar

40) Career Katta Committee

- 1) Prof. S. A. Dambhare (Coordinator)
- 2) Prof. Dr. Y. S. Solanke (Cultural Department Coordinator)
- 3) Dr. M. N. Moharil (NSS Representative)
- 4) Prof. P. B. Ruikar (NSS Lady Representative)

41) H.S.C. Vocational Planning Controller

Dr. S.P.Aakhare

A. Linkage and Coordination Committee :- Prof. N.R. Khan

B. Self-Employment guidance Cell:- Prof. A.P Manwar

C. E.S. Planning Committee:- Prof. A.P Manwar

D. Apprenticeship and M.O.U. Committee:- Prof. S. S. Raut



Principal
Mungaji Maharaj Mahavidyalaya
Darwha Dist. Yavatmal



MUNGASAJI MAHARAJ MAHAVIDYALAYA,
DARWHA, DISTRICT-YAVATMAL (M.S.)



College Development Committee (CDC)

Sr.no	Name	Designation
1	Shri. Vasant V. Ghuikhedkar	President
2	Prof. Dr. Sangeeta V. Ghuikhedkar	Secretary of the Management
3	Dr. A.R. Ladole	One head nominated by Principal
4	Prof. Dr. S.B. Chakave	Three full time approved teacher elected amongst themselves
5	Dr. P.H. Bhagwat (Asst. Prof.)	
6	Miss. P. B. Ruikar (Asst. Prof.)	
7	Mr. Sudhir Sonone Suprintendent	One elected member from non- teaching staff amongst themselves
8	Mr. A.B. Ughde	From local Personnel nominated Management of College
9	Mr. R.D. Thakur	
10	Mr. Viraj V. Ghuikhedkar	
11	Mr. Mukesh Ingole	
12	Prof. P.D. Bageshwar	IQAC Co- Ordinator
13	Miss. Shweta S.Kale	Member of Student Council
14	Mr. Nikhil V. Deshkari	Member of Student Council
15	Dr. V.B. Raut	Member Secretary

College Development Committee of the Institution



MUNGASAJI MAHARAJ MAHAVIDYALAYA,
DARWHA, DISTRICT-YAVATMAL (M.S.)



IQAC

✓ Internal Quality Assurance Cell

IQAC COMPOSITION

Sr.No.	Name	Designation	Representation
1	Dr. V. B. Raut	Principal	Chairman
2	Prof. S. V. Ghuikhedkar	Professor	Management Representative
3	Dr. V. M. Umale	Doctor	Community Representative
4	Adv. N. S. Jawake	Advocate	Community Representative
5	Mr. S. K. Pawar	Industrialist	Industry Representative
6	Mr. P. B. Bunde	Jr. College Teacher	Alumni Representative
7	Dr. A. J. Dube	Associate Professor	Senior Teacher Representative
8	Prof. K. K. Hurde	Professor	Senior Teacher Representative
9	Prof. S. B. Chakave	Professor	Senior Teacher Representative
10	Dr. A. R. Ladole	Associate Professor	Senior Teacher Representative
11	Dr. K. V. Dhawale	Assistant Professor	Senior Teacher Representative
12	Dr. A. G. Wakode	Librarian	Library Representative
13	Shri. S. N. Sonone	Office Superintendent	Administrative Representative
14	Prof. P. D. Bageshwar	Professor	Coordinator

Internal Quality Assurance Cell of the Institution

Mechanism of Internal Quality Assurance Cell



**MUNGASAJI MAHARAJ MAHAVIDYALAYA,
DARWHA, DISTRICT-YAVATMAL (M.S.)**



IQAC

 **Internal Quality Assurance Cell**

FUNCTION OF IQAC

- Development and application of quality benchmarks/ parameters for various academic and administrative activities of the institution.
- Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process.
- Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes.
- Dissemination of information on various quality parameters of higher education
- Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles.
- Documentation of the various programmes/activities leading to quality improvement.
- Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices
- Development and maintenance of institutional database through MIS for the purpose of maintaining/enhancing the institutional quality.
- Development of Quality Culture in the institution.
- Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.



Mungasaji Maharaj Mahavidyalaya, Darwha - Yavatmal

Internal Complaint Committee (ICC)

Sexual Harassment of Women
at workplace

(Prevention, Prohibition and Redressal) -Regulation 2015



Grievance Committee (Internal Complaint Committee):

1. Prof. Dr.Sangita V. Ghuikhedkar (Chairman)
2. Associate Prof. Dr.Nazia A. Rashidi(Co-ordinator)
3. Prof. Dr. S. B.Chakave
4. Asst. Prof. Dr.Akhtarunisa Qureshi
5. Mr. G. S.Doephode
6. Mrs. A.P.Shelke
7. Dr.Ashwini Bhende
8. Advocate Mrs.Vaishali Hire

For complaint Contact on: Phone No. 07238-254245

Prof. S.B.Chakave-9423663301, Dr. Nazia. A. Rashidi-9096604531

Email: mmcollegedarwha@gmail.com

What should the complaint contain?

1. Description of the incident (s)
2. Date (s)
3. Timing (s)
4. Respondent Name
5. Any witness.

Internal Complaint Committee (ICC) of the Institution

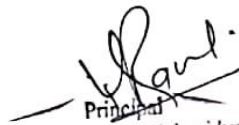
Mechanism of Internal Complaint Committee (ICC)

MUNGSAJI MAHARAJ MV, DARWHA
DIST: YAVATMAL (M.S)
Guidelines for Grievance Redressal Cell /Internal Complaint Committee
(ICC)

The College believes in harmonious and peaceful environment at the college. And the college ensures that such atmosphere is maintained and all such instances of conflict are avoided. Also college aims to educate women for their empowerment and progress. Keeping this in mind and fulfilling it in effective way and on the basis of the recommendation of the staff council, the following guidelines have been approved.

1. There shall be no harassment of women members whether student or employee within the educational institution, this regard Head of the institution shall make adequate arrangement with the view to prevent sexual harassment.
2. There shall be no acceptance of an oral grievance. The entire grievance shall be presented in a written by the aggrieved person to the Principal/ Grievance Redressal Cell.
3. The Principal shall endorse the grievance to the concerned redressal cell.
4. After receiving of the complaint by the Principal, the concerning cell shall within 24 hours investigate and inquire in to the matter (on any working days).
5. After the investigation by the concerning authority the cells shall primarily try to settle the matter mutually through mediation in a harmonious and amicable manner.
6. If the grievance is of a serious nature and comes under the definition of a crime (cognizable offence) then it shall be settles as per the procedure established by law and other Criminal law.
7. The college authority shall have power to direct the guilty person through warning, admonition, information and call to parents, suspension from class and if the matter is of serious nature he/she can be debarred from the college.
8. All the matter settled shall be done following the Principal of Natural Justice and fair hearing.
9. Except in matter pertaining to women grievance cell, all the proceeding shall be made in presence of both the parties.
10. The Woman Grievance Proceeding can be made under in Camera Proceeding (as required by the case.) The entire proceeding are to recorded and maintained.




Principal
Mungsaaji Maharaj Mahavidyalay
Darwha, Dist. Yavatmal

Mechanism of Grievance Redressal Cell/ Internal Complaint Committee:

Grievance Redressal Mechanism should not only seek to redress Grievances but also to avoid them. Following is the mechanism to resolve the matter in case of any complaint lodged to the grievances Committee,

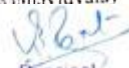
1. For registering the complaint of any grievance, college has online and offline mechanism.
2. Online grievance shall be submitted on college
Email: mmcollegedarwha@gmail.com
3. Offline complaints/ grievance shall be presented in a written by the aggrieved person/ student to the Principal.
4. Immediately on receipt of a Grievance, the concerned Office shall send a written communication to the complainant (the person who lodges the Grievance), stating the following:
 - a) Acknowledging his communication
 - b) The name, address, email id and Phone number of the authority to whom the Grievance has been forwarded
5. The grievances committee shall deal with the grievances of female staff and the students.
6. The aggrieved person (teacher, other employee or student) of any constituent college may lodge his grievance with the Principal of the college, who shall put it before the college grievance committee.
7. The grievance committee shall hear and settle grievances, as far as may be practical, within six months after the grievance is lodged with the committee.
8. The grievance is settled at the college level committee, the college shall take action as per the terms of settlement and report the case to the principal.
9. If the grievance is of serious nature and unable to settle at college level will be reported to the police station.

Grievance Committee (Internal Complaint Committee):

1. Prof. Dr. Sangita V. Ghuikhedkar (Chairman)
2. Associate Prof. Dr. Nazia. A. Rashidi (Co-ordinator)
3. Prof. Dr. S. B. Chakave (Male Teacher)
4. Asst. Prof. Dr. Akhtarunisa Qureshi (Female Teacher)
5. Mr. G. S. Doephode Male non-teaching employee
6. Mrs. A.P. Shelke (Female non-teaching employee)
7. Dr. Ashwini Bhende
8. Ms. Kajal Santosh Jadhao (B.A II)
9. Mr. Furqan Ahmad Muzafferullah Khan (B.Sc II)
10. Advocate Mrs. Vaishali Hire




Principal
Mungseji Maharaj Mahavidyalaya


Principal
Mungseji Maharaj Mahavidyalaya
Darwha Dist. Yavatmal