

NABIRA MAHAVIDYALAYA, KATOL

List of Committees for the Session 2019-20

Sr.	Committee Name	Duties
No.		
1	 College Development Committee (CDC) 1) Dr. Raju Deshmukh (President) 2) Shri. Yogeshji V. Pande 3) Shri. Niranjanji M. Raut 4) Prakashji K. Chandak 5) Shri. Purushottamji W. Mankar 6) Shri. Madanlalji Nabira 7) Dr. G. K. Khorgade 8) Dr. R. R. Dhote 9) Dr. Vaishali R. Ruikar 10) Shri. R. K. Dhurve 11) Dr. S. K. Navin 12) Dr. P. W. Yawalkar 13) Dr. T. L. Jagdale 	As per Maharashtra state Government Act.
2	Internal Quality Assurance Cell (IQAC) 1) Chairman: Principal, Dr. S. K. Navin 2) Co-ordinator: Dr. P. W. Yawalkar 3) Shri. N. M. Raut 4) Adv. Deepak Kene 5) Dr. R. R. Dhote 6) Dr. V. G. Barsagade 7) Dr. P. V. Salame 8) Dr. R. K. Ingole 9) Dr. R. G. Gongale 10) Dr. Atul Daware 11) Dr. G. G. Ghagargunde 12) Dr. B. B. Kalbande 13) Prof. N. G. Jadhao 14) Shri. R. K. Dhurve	Functions of IQAC 1. As per NAAC recommendations
3	Time Table Committee 1) Shri. N. T. Katre (Coordinator) 2) Dr. P. V. Salame 3) Dr. D.G. Khorgade 4) Prof. Ku. J. M. Patil 5) Dr. Pradeep Mahajan	 To frame a suitable, clash free time-table for conducting Theory/Practical as per university rules. To display the framed time- table on notice boards and website. To maintain the records of the Time-Table framed and submit the same to the IQAC Committee

	IQAC, NABIRA MAHAVIDYAI	
4	College Examination and Evaluation	1. To prepare time-tables for unit
	Committee	test and end semester
		examinations.
	Science- 1) Dr. A. D. Borkar	2. To introduce reforms in internal
	2) Ms. S. D. Chandak	examinations.
		3. To make students aware
	Arts-1) Dr. R. R. Pathak	through notices and emails about
	2) Dr. B. P. Walondre	examinations.
		4. To circulate notice for the
	Commerce(Mar.) – 1) Dr. R. G. Gongale	submission of question papers
	2) Dr. V. R. Ruikar	well in advance.
		5. To successfully conduct the
	Commerce(Eng.)- 1) Dr. P. N. Raut	Semester End Examinations.
	2) Sau. S. D. Dangra	6. To prepare course/programme
	,	wise distribution of pass
		percentage, test analysis of each
		class and submit the same to the
		IQAC Committee.
5	University Result Analysis Committee	1. To prepare results report of
5	Science- Shri Shrikant Chaudhari	University exams.
	Ku. Madhuri Meshram	2. To analyze results and suggest
	Arts- Dr. B. P. Walondre	corrective measures.
	Shri. S. B. Behaniya	3.To monitor and analyze
	Commerce (Mar) - Dr. R. G. Gongale	attainment of program/course
	Shri. M. S. Jadhao	learning outcomes.
	Commerce(Eng.)- Shri. S. K. Jogewar	4.To file and submit the records to
	Shri. S.R. Dhore	the IQAC Committee.
	B.B.A - Shri. P. S. Rewatkar	
	Shri. J. G. Alone	
	M. B. A- Dr. Atul Daware	
6	Remedial Courses Committee	1. To identify slow learners and
	1) Dr. A. B. Sharma	giving them the necessary
	2) Dr. P. K. Tiwari	guidance
	3) Dr. G. K. Khorgade	2. To design and organization of
	4) Dr. P. N. Raut	Teaching Materials should be
		slow learner oriented.
		3. To design appropriate learning
		activities for slow learners.
		4. To increase the confidence of
		slow learners.
		5. To file and submit the records
		to the IQAC Committee.
7	Website Management Committee	1. To develop and maintain the
	1) Ku. Madhuri Meshram	College Website.
	2) Shri. R. K. Dhurve	2. To disseminate the efforts and
		the achievements of the College,
		Students and Staff to the outer
		world through Website updates
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		etc.
		3. To maintain the records of the
		activities conducted and submit the same to the IQAC Committee.
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	IQAC, NABIRA MAHAVIDYA	LAYA, KATOL
8	Admission Committee	1. To carry out the admission
	A) Science-1) Dr. N. V. Gandhare	process smoothly.
	2) Dr. V.G. Barsagade	2. To follow reservation norm
	3) Dr. I. H. Dhadade	as per University guidelines.
	4) Shri. S. R. Gakhare	3. To follow the admission
	5) Ms. D. M. Ridhorkar	schedule as per University
	6) Shri. N. T.Katre	guidelines.
	7) Dr. N. B. Hirulkar	guidelines.
	Non-teaching staff- 1) Shri. C. N. Dhawad	
	2) Shri P. M. Bawane	
	3) Shri. Chandu Dongare	
	B) Arts- 1) Dr. R. R. Pathak	
	2) Dr. B. P. Walondre	
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	3) Dr. D. D. Ghagargunde	
	4) Shri. S.B. Behaniya	
	Non-Teaching Staff	
	1) Shri. S. N. Somkuwar	
	2) Shri. Kartik Gawande	
	C) Commrce(Marathi)- 1) Dr. V. R. Ruikar	
	2) Dr. G. G. Gongale	
	3) Prof. M. S. Jadhao	
	Non-Teaching staff:	
	1) Shri. M. K. Belkhede	
	2) Shri. M. V. Shambharkar	
	Commerce (English)	
	1) Dr. P. N. Raut	
	2) Shri. J.S. Kalambe	
	3) Sau. S. D. Dagra	
	4) Shri. R. S. Dhore	
	5) Shri. S.K. Jogewar	
	Non-Teaching Staff	
	1) Shri. Chandu Dongare	
	2) Shri. Vikas Wanjari	
	D) B.B.A	
	1) Prof. Ku. J. M. Patil	
	2) Shri. P.S. Rewatkar	
	3) Shri. J.G. ALONE	
	Non-Teaching Staff	
	0	
	1) Shri. Chandu Dongare	
0	2) Shri. Sumedh Deshmukh	To design the sure () (1
9	Prospectus Committee	To design the prospectus of the
	1) Prof. N. T. Katre	institute as per the courses offered,
10		curriculum and admission process
10	Feedback Committee	1. To facilitate online feedback
	1) Dr. Adil Jiwani	from all the stakeholders.
	2) Shri. P.S. Rewatkar	2. To analyze Feedback received
		and suggest proper measures.
		3. To prepare action taken report.
		4. To submit all the records to the
		IQAC Committee.
11	Research Innovation/ Seminars &	1. To frame research policy and
	Conferences/ Workshop	Code of Ethics to check

	IQAC, NABIRA MAHAVIDY	IALAYA, KATOL
	1) Dr. T. S. Khedkar	malpractices and plagiarism in
	2) Dr. V. S. Barsagade	Research.
	3) Dr. N. V. Gandhare	2. To organize research activities
	4) Dr. R. K. Ingole	for the staff and Students of the
	5) Dr. V. K. Bagwale	college.
		3. To organize orientation lectures
		in research for the UG/PG project
		work of students.
		3. To assist the Departments in
		organizing research Seminars.
		4. To motivate staff to take up
		major / minor research projects for
		the College.
		5. To raise funds for research
		activities of the College.
		7. To conduct workshops/
		seminars on Intellectual Property
		Rights (IPR) and Industry-
		Academia Innovative practices.
		8. To maintain and submit records
		to IQAC at the end of the session.
12	NCC	1. To register students for NCC
12	1) Lt. Dr. T. L. Jagdale	(Boys and girls).
	1) Lt. DI. 1. L. Jaguare	2. To guide students to play a vital
		role in national integration
		Ţ.
		through interaction among
		different caste, creed and culture.
		3. To motivate cadets to
		participate in training camps
		giving boost to the youth in the
		positive direction.
		4. To make necessary
		arrangements for the flag hoisting
		ceremony and March-Past Parade
		to celebrate the National Days i.e.
		Independence Day, Maharashtra
		Day and Republic day.
		5. To celebrate National festivals.
		6. To celebrate NCC Day.
		7. National Days Celebrations
		records and record of all other
		NCC activities should be
		submitted to the IQAC
		Committee.
13	NSS	1. To guide students to develop
	1) Shri. M. S. Jadhao (Program Off.)	their personality through
	2) Dr. R.R. Pathak	community services.
	3) Dr. N.V. Gandhare	2. To plan and execute N.S.S.
	4) Dr. V. G. Barsagade	Programmes for the year.
	5) Mr. Akash Mundafale (Student)	3. To conduct Special N.S.S.
		camp and to submit the audited
		statement of accounts at the end of
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	IQAC, NABIRA MAHAVIDYAL	AIA, KAIOL
14	Lifelong Learning & Extension Cell 1) Dr. V. K. Bagwale (Coordinator) 2) Dr. V. R. Ruikar (Coordinator- Shaksham)	 the year. 4. To distribute the work for the NSS volunteers for maintenance of cleanliness in and around the College. 5. To take care of campus beautification and gardening. 6. To motivate students to practice national integration, social harmony and democratic attitude. 5. To maintain the records of the activities conducted and submit the same to the IQAC Committee. 1. To suggest steps for effective use of college resources for extension services.
	 2) DI. V. K. Kukar (Coordinator-Shakshall) 3) Prof. H.Y.Kinkar (Coordinator-Unnati & Sanskar) 4) Dr. R. S. Meshram (Coordinator-Sahyog Project) 5) Ku. Manisha Gaidhane (Student) 	 2. To conduct extension activities in the neighborhood community in terms of impact and sensitizing students to social issues and holistic development 3. To plan and schedule extension activities with different departments/cells in accordance with academic calendar. 4. To collaborate with Government and Non government organizations working for the upliftment of the society 5. To promote social research climate in the Institution. 6. To maintain the records of the activities conducted and submit the same to the IQAC Committee
15	Library Committee 1) Dr. A. B. Sharma (Coordinator) 2) Dr. G.K. Khorgade 3) Dr. N. V. Gandhare 4) Dr. P.K. Tiwari 5) Dr. V. G. Barsagade 6) Dr. R. R. Ingole (Secretory & Coordinator)	 To take stock of the existing, newly added and total number of books. To look after Library automation. Modernization and improvement of Library and documentation services. Policy and procedures for efficient use of library resources. To prepare budget and proposals for the development of the library. To arrange activities for students to motivate them to cultivate reading habits. To provide e-resources facilities and connect with National and International knowledge network.

	IQAC, NABIRA MAHAVIDYAL	
	IQAC, NABIRA MAHAVIDYAL	 6. To facilitate the services of National Digital Library an initiative by HRD Ministry. To ensure that a Suggestion Box is installed in the Library and the reader's grievances are attended to and measures suggested. 7. To maintain smooth functioning and coordination with the departments and faculty members. 8. To devise library extension services To maintain a record of the services rendered/ activities conducted and submit the same to
16	 Planning, Development (Grants) and Information Committee 1) Dr. P. W. Yawalkar (Coordinator) 2) Dr. G. K. Khorgade 3) Dr. R. K. Ingole 4) Dr. V. G. Barsagade 	the IQAC Committee To provide ongoing leadership and deal with particular aspects of the Council's Planning and Development business.
17	Carrier Counselling and Placement Cell 1) Dr. R. K. Ingole (Coordinator) 2) Dr. P. N. Raut 3) Dr. D. D. Ghagargunde 4) Dr. T. L. Jagdale 5) Dr. Adil Jiwani 6) Ku. J. M. Patil	 To organize career oriented workshops for the students. To organize coaching classes for competitive exams by inviting experts. To organize programmes to create awareness on the importance of higher education in India and abroad. To help students in exploring placement opportunities by inviting industries and companies for Campus placements. To provide details of campus placements. To organize activity of training and grooming of students like resume writing, mock interviews, GD sessions etc. To register students for placement. To conduct awareness programmes on entrepreneurship skills for students. To invite experienced academicians, leading professionals with extensive corporate experience to address the students and thereby facilitate practical learning. To arrange industrial visits to

	IQAC, NABIRA MAHAVIDYALA	AIA, KAIUL
		get practical exposure and knowledge of the industrial environment. 11. To file and submit the records to the IQAC Committee.
18	Cultural Committee 1) Dr. V. R. Ruikar (Coordinator) 2) Dr. R. R. Pathak 3) Dr. P. K. Tiwari 4) Ku. D. M. Ridhorkar 5) Ku. S. D. Chandak 6) Ku. Yogini Chafle (Student)	 To promote extra-curricular activities in the college. To bring out the talents of the students in the performing art. To represent the college to communicate with the external institutions. To plan and schedule extracurricular events in accordance with academic calendar. To look after activities of capability enhancement schemes. To assist "College Festival" and organize "Sports and cultural week". To keep the record of students talent and interest in the form of "TALENT BANK". To organize celebrations of
19	Learning with Earning Cell 1) Dr. G. K. Khorgade (Coordinator) 2)Dr. T. L. Jagdale 3) Shri. M. S. Jadhao	national festivals, The main objective of the scheme is to develop a student as a multifaceted personality with academic excellence and a commitment to an egalitarian society.
20	Scientific Temper Inculcation and Innovation Committee 1) Dr. A. B. Sharma (Coordinator) 2) Dr. A. D. Borkar 3) Dr. N. B. Hirulkar 4) Dr. I. H. Dhadade 5) Dr. V.G. Barsagade 6) Dr. N. V. Gandhare 7) Dr. T. S. Khedkar 8) Shri. N. T. Katre 9) Ku. Madhuri Meshram 10) Shri. Shrikant Chudhari 11) Shri. S. R. Gakhare	 To arrange lectures and discussions of the scientific nature. Invite distinguished speakers to deliver lectures on the scientific topics. To organize excursion to places of scientific interest. To encourage in born curiosity of learners and to increase scientific literacy among the students. Encourage students to participate in various science Events and Compititions.
21	Magazine Committee 1) Dr. P.K. Tiwari (Coordinator) 2) Dr. R. R. Pathak	 To encourage students to think, write and hence develop their writing skills and talents. To receive the articles / reports from the students/staff and edit the

		 same. To ensure that no reports/articles objectionable in nature are published. To get the magazine printed by April end and distribute the same to students and staff. To collect academic co-curricular and other college activity reports for the magazine. To record and publish the achievements of the students and staff.
22	 Parent-Teacher Association 1) Dr. R. R. Dhote (Coordinator) 2) Dr. P. N. Raut 3) Dr. V. G. Barsagade 	 To receive and attend to parents / guardians in the College. To inform about the low attendance or poor Marks of the students, if any, to the concerned Parents. To facilitate parental participation in college and also collect feedback from parents. To hold at least Two General Body Meetings (one per semester) according to NAAC's guidelines/expectations. To file and submit the records to the IQAC Committee.
23	Alumni Association 1) Dr. P. N. Raut (Coordinator) 2) Dr. G. K. Khorgade 3) Dr. T. L. Jagdale 4) Dr. Adil Jiwani	 To register new members in association. To invite the Alumni to visit the College, to interact with the students for enhancing the knowledge and skills of the students. To encourage them to bring industries and companies for campus placements. To give an opportunity to the Alumni who are entrepreneurs to motivate the students. To suggest Add On / Certificate / Diploma courses to be conducted by the College with financial assistance from industries/commercial organizations and well placed Alumni. To conduct Alumni meet (reunion) every year according to NAAC's guidelines/expectations. To file and submit the records

	IQAC, NABIRA MAHAVIDYAI	
		to the IQAC Committee
24	Endowment and Prize Distribution	1) To search the suitable candidate
	Committee	student on the each class of annual
	1) Dr. D. D. Ghagargunde (Coordinator)	results of each stream.
	2) Ku. M. R. Meshram	2) Arrange plane to distribute the
		award/ prize to the student.
25	Women's Grievance Redressal Committee	1) To investigate reported cases of
	1) Dr. D. D. Ghagargunde (Coordinator)	sexual harassment of women, if
	2) Dr. P. W. Yawalkar	any and submit its report to the
	3) Dr. R. R. Pathak	disciplinary authority
	4) Ku. S.S. Kakade (Non-teaching)	recommending action to be taken
	5) Ku. V. H. Patil(Non-Teaching)	against the accused miscreants.
	6) Shri. Swapnil Wankhede (NGO Member)	2)To hold meetings regularly.
	7) Ku. Pallavi Patode (Student)	3)To organize various functions
		acquainting the women regarding
		their rights.
26	Sports Committee	1. To identify raw talents and train
	1) Dr. T. L. Jagdale (Ex. Off. Secretory)	them
	2) Dr. R. R. Dhote	2. To help students to achieve
	3) Dr. Adil Jiwani	health enhancing life through
	4) Ku. Anushree R. Gajbe	physical activity.
	, , , , , , , , , , , , , , , , , , ,	3. To organize and conduct Intra-
		mural sports and athletic
		competitions.
		4. To organize university level
		sports competitions.
		5. To help in selecting College
		teams. 6. To maintain the records
		of the activities conducted and
		submit the same to the IQAC
		Committee.
27	Students Council	1. To hold elections for the
21	1) Dr. A. D. Borkar (Coordinator)	Students' Council (URs).
	2) Dr. R. R. Dhote	2. Monitor various academic and
	3) Ku. Gunjan Ingle (Student)	socio-cultural events in the
	5) Ku. Ounjun ingle (Student)	college.
		3. Coordinate all extracurricular
		activities and annual function of
		the college.
		4. Plays a significant role as
		volunteers in conferences,
		workshops, sports events and
		other functions.
		5. Raising funds whenever there is
		need to fulfill social
		responsibility.
		6. Maintain overall discipline on
		-
		the campus.7. Facilitator between the students
		and college.
		8. Students council is given the
		representation in the working

	IQAC, NABIRA MAHAVIDYALA	
		committees of the college.
		9. To organize fresher's and
		farewell function for the students.
		10. To maintain the records of the
		activities conducted and submit
		the same to the IQAC Committee.
28	Entrepreneurship and Skill Development Cell	1) To act as intermediate between
20	1) Dr. Hitesh Waswani (Coordinator)	the College and Industries.
	2) Dr. G.K. Khorgade	2) To organize visits to industries
	3) Dr. Adil Jiwani	, E
	5) DI. Auli Jiwalii	for forthcoming entrepreneurs.
		3) To conduct skill development
		trainings to make self
		employment.
		4) To provide advice to assist the
		entrepreneurs in rehabilitating
		them.
29	Personality Development Cell	Aim:
	1) Dr. Adil Jiwani (Coordinator)	The club aims to provide students
		with a cohesive and integrated
		personality development program
		which helps them improve their
		communication and leadership
		skills.
		Objectives:
		1. To develop self-confidence and
		effectively perform in professional
		and personal environment.
		2. Polishing manners to behave
		appropriately in social and
		professional circles.
		3. Developing and maintaining a
		positive attitude and being
		assertive.
		4. To evaluate our strength and
		weaknesses to be able to work on
		them for a better future.
		5. To be able to handle difficult
		situations with grace, style and
		professionalism.
		-
		6. Helping to overcome one's flaw
		together.
30	Students Redressal Cell	1. To attend to the general
	1) Dr. P. V. Salame (Coordinator)	grievances of the students, public
	2) Ku. D. M. Ridhorkar	(related to the College), Staff and
	3) Ku. S.D. Chandak	suggest Redressal measures within
	4) ku. Suchita Belkhede (Student)	the framework of College /
		University / Government rules.
		2. To instruct the official/s
		concerned to attend to the
		grievances.
		3. To refer / report the matters to
		-
		the Principal.

	IQAC, NABIRA MAHAVIDYAL	AYA, KATOL
31	Anti-Ragging and Anti-Harassment cell	 4. To attend to Students' grievances related to Examination/s and recommend suitable Redressal measures. 5. To maintain records of the Grievances redressed/ reported / referred and submit the same to the IQAC Committee. 1. To ensure overall disciplined
	 Dr. P. V. Salame (Coordinator) Dr. T. L. Jagdale Dr. R. R. Pathak Mr. Ratnakar Wankhede (Student) 	 environment in the College. 2. To initiate timely action against erring students. 3. To sensitize students about the evils of ragging and its prevention in the College Campus by organizing talks/ programmes etc. 4. To address complaints about ragging, as per the Government and University procedures 5. To maintain records of the cases investigated and submit the same to the IQAC Committee.
32	Internal Complaint Cell Dr. P. V. Salame (Coordinator) Dr. P. W. Yawalkar Dr. D. D. Ghagargunde Ku. D. M. Ridhorkar Ku. V. H. Patil 	 To work according to Government Rules and regulations. To create awareness about sexual harassment laws among students and staff. To work in alliance with women cell. To maintain the records of the activities conducted and submit the same to the IQAC Committee.
33	Students Welfare Committee1) Dr. G. K. Khorgade (Coordinator)2) Dr. R. R. Dhote3) Ku. Harsha Nasare (Student)	 To helps the students to understand their unique personal abilities and tendencies through interviews and assessment tests. It also helps students with psychological issues achieve reconciliation with the self and the other
34	 Organization and Management Committee 1) Dr. S. K. Navin (Chairman) 2) Dr. P. W. Yawalkar (IQAC Coordinator) 3) Dr. G. K. Khorgade 	To ensure that everything the organization does supports its vision, purpose and aims. They establish the fundamental values, the ethical principles and strategic direction in which the organization operates.

	IQAC, NABIRA MAHAVIDYAI	
35	College Council 1) Dr. S. K. Navin (Chairman) 2) Dr. S. A. Sonegaonkar (Secretory)	The administration of the college is vested with the Principal subject to the general direction and control of Central Committee. College Council is a statutory body to advice and to assist the Principal in all academic and administrative matters.
		The Council secretary issues notices of council meetings in consultation with the Principal. The secretary prepares and keeps the proceedings of the meetings. Two days' prior notice is given for usual meetings and urgent meetings are convened at short notice.
36	Purchase committee 1) Dr. S. K. Navin 2) All H.O.Ds 3) Dr. G. K. Khorgade 4) Management Representative	 To scrutinize the indents put forth by the Depts./ Labs. /Committees /and various sections of the College from time to time. To supervise the process of finding out the suppliers, placing of orders and settlement of bills following relevant rules. To fix the responsibility on erroneous payments, orders and issue warnings to improper suppliers. To maintain the records of the purchase and grant utilization and submit the same to the IQAC Committee.
37	 Stock Verification Committee 1) Dr. A. B. Sharma (Coordinator) 2) Dr. A. D. Borkar 3) Dr. Dr. R. G. Gongale 4) Dr. R. R. Dhote 	To verifies the stock of all material both consumable and non-consumable acquired over a period of time in the institution as it is pre-requisite of the audit as and when conducted by the college as well as Government of Maharashtra
38	Publicity Committee1) Dr. Hitesh Waswani (Coordinator)2) Dr. R. R. Pathak3) Dr. T. L. Jagdale4) Shri. Vijay Kadu	The Publicity Committee is responsible for advertising the upcoming events to appropriate media, organizations and individuals.
39	College Bulletin (Akashganga) Committee 1) Dr. P. K. Tiwari (Coordinator) 2) Dr. P. V. Salame 3) Dr. Hitesh Waswani	 To bring into limelight the academic achievements of faculty members. It aims at young talents for search in their respective field.

	IQAC, NABIRA MAHAVIDYALAYA, KATOL		
40	Jayanti-Punyatithi Committee	1. To organize celebrations of	
	1) Dr. R. K. Ingole (Coordinator)	national festivals, birth/death	
	2) Dr. D. D. Ghagargunde	anniversaries of great Indian	
	3) Dr. T. L. Jagdale	personalities.	
		2. To maintain the records of the	
		activities conducted and submit	
		the same to the IQAC Committee.	
41	Green Audit Committee	The main objective of the green	
	1) Dr. T. S. Khedkar (Coordinator)	audit is to promote the	
	2) Shri. Shrikant Chaudhari	Environment Conservation in the	
		College Campus.	
		Green is useful to determine	
		1.Floral and Faunal diversity	
		2. Energy Consumptions	
		and to minimize the use of energy	
		resources of campus.	
		3.Waste disposal system	
		4. Creating Ambient	
		Environmental Condition by	
		reducing carbon footprints.	
		5. Restoration of water table by	
		constructing rain water harvesting	
		system.	
		6) Awareness & Training on	
		Sustainability to Students.	
42	College Canteen Committee	A canteen committee	
	1) Dr. P. V. Salame (Coordinator)	is responsible for monitoring the	
	2) Shri. N. T. Katre	operations of the canteen at	
	3) Dr. D. D. Ghagargunde	regular intervals and reviewing it.	
	4) Mr. Vikky Uikey (Student)	Hygiene and health care in	
		relation to the preparation, supply	
		and service of food to the canteen.	
L		and bervice of 1600 to the editeen.	



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Principal Nabira Mahavidyalaya, Katol, Dist. Nagpur,