

LALA LAJPAT RAI COLLEGE OF COM. & ECO., MUMBAI-400 034.

Committees For The Year 2021-2022

SENIOR COLLEGE

Sr. No.	Name of the Committee	Members of the Committee
1)	Staff Common Room Secretary Scope: To Conduct Staff Meetings and maintain minutes of the same. To Conduct relevant Programs relating to staff concern.	Dr. Divya Nigam
2)	Time Table and Students Feed Back Committee Scope: To Prepare Time Table for the academic year. To prepare workload for the staff so as to submit it to JD office. To take feedback from all stake holders in the academic year. To Upload the report on college Website.	Mr. Darshan Pagdhare (Convenor) Dr. Ashok Mahadik
3)	Attendance and Student Progression Committee Scope: To prepare Attendance report with the help of office staff. To organise the parent's teachers meeting. To device and identify the student's progression for the academic year. To organise Program relating to Students further education.	Prof. Darshan Pagdhare (Convenor) Ms. Vishakha Walia Ms. Jyoti Singh
4)	Examination Committee Scope: To conduct the examinations for all Classes and declare the result. To prepare the examination merit report. To Upload relevant information relating to examination on college Website.	Ms. V.V. Bhide (Convenor) Mr. Nimesh Punjani Mr. Darshan Pagdhare (IT Co-ordinator) Ms. Vishakha Walia (IT Co-ordinator)
5)	Unfair Means Inquiry Committee Scope: To conduct the meeting for students who are found suspect using unfair means.	Dr. S.V. Lasune (Convenor) Dr. Purnima Sharma

	To organise the program regarding the consequences of using unfair means during examination.	Dr. Mahalakshmi Kumar
6)	Slow and Advance Learners Committee Scope: To Identify the slow and Advance learners by means of appropriate tool. To organise different programs for both slow learners and advance learners separately. To have remedial sessions for slow learners.	Dr. Purnima Sharma (Convenor) Ms. Jyoti Singh
7)	Students Council and Cultural Committee Scope: To form student council as per the statutory norm. To organise different programs under council and cultural committee. To Upload the report on college Website.	Dr. Purnima Sharma (Convenor) Dr. Rahul Shetty
8)	Sports Committee Scope: To organise the sports Day. To organise different sports activities during academic year apart from sports day. To make merit list for medal and certificate holders at state/National/International level. To Upload the report on college Website.	Mr. Nimesh Punjani (Convenor) Mr. K. K. Dorage
9)	N.S.S. and Nature Club Scope: To organise different activities at college and University level. To conduct different activities under Nature club. To Upload the report on college Website.	Ms. Kranti Ukey (Convenor) Dr. Ashok Mahadik Mr. Siddiqui
10)	DLLE Scope: To organise different activities at college and University level. To Upload the report on college Website.	Dr. Minum Saksena Ms. Vishakha Walia
11)	Staff Academic & Co-curricular Scope: To organise Memorial Lecture, National Conference, FDP and workshops, Convocation day, guest lectures for students two per term.	Dr. Mohana Bandkar (Convenor) Ms. Munmy C. Baruah Dr. Divya Nigam
	To organise one National Conference in first term, 2 workshops per term and 1 FDP per term	Dr. Ashok Mahadik

		Mr. Chetan Maru
12)	College Magazine, Annual Report & Prospectus Committee Scope: To print College Magazine and Annual Report of the academic year. To update the college Prospectus in consultation with Principal. To Upload the report on college Website.	Ms. Munmy Chhetry Baruah (Convenor) Dr. Divya Nigam
13)	Academic Calender Scope: To prepare academic calender and upload it on the college website.	Ms. Vishakha Walia Ms. Jyoti Singh.
14)	College Website Update Scope: To update the website from time to time for all stake holders.	Dr. Arun Poojari (Convenor) Mr. Nimesh Punjani Ms. Vishakha Walia Ms. Mona Thakkar Pandya
15)	IQAC Committee Scope: To conduct 2 quality initiatives per term for every IQAC member To prepare AQAR To prepare for NAAC To prepare compliance report for the academic year. To mobilise CAS for teaching staff.	Dr. Neelam Arora – Chairperson Dr. Sunil Gupta - Member from Mgt. Dr. Vinay Pandit - Cordinator/Director Dr. Arun Poojari - Member from Mgt. Ms. V.V. Bhide- Member Dr. Mohana Bandkar- Member Dr. J.H. Kadli- Member Dr. Mahalakshmi kumar- Member Dr. S.V. Lasune- Member Ms. Kranti Ukey- Member Mr. Nimesh Punjani- Member Dr. Minum Saksena- Member Ms. Jayshri Ingale – Member Mr. Ketan Gala-Industrialist Ms. Tejashri Shah-Stakeholder (Parent) Ms. Vaishali-Administrative Staff Ms. Swaranjali -Administrative Staff Dr. Rahul Shetty-Alumni

		Ms. Delaween Tarapore – Alumini Ms. Pooja Tiwari-Student Mr. Meena Chintamani- Academician
16)	<p>UGC, RUSA, Research Cell and Career Guidance & Competitive Exam Committee Scope: To find different UGC and RUSA schemes and implement them from time to time. To apply for grants under UGC and RUSA schemes. To have research-based activities under research cell. To have carries guidance and guide them for competitive exams. Capacity Building and Skill Enhancement Committee and certificate courses Scope: The team should conduct one course/Program on each of the following Career counselling Soft skill development Remedial coaching Yoga and meditation Personal Counselling Research workshops And encourage students to join certificate courses started by the college.</p>	<p>Dr. J.H Kadli (Convenor)</p> <p>Dr. S. V Lasune</p> <p>Mr. Ashok Mahadik</p>
17)	<p>Ph.D. Research Centre Scope: To register students for under different commerce and Trade & Transport</p>	<p>Dr. S. V Lasune- Convenor.</p> <p>Dr. Neelam Arora.</p>
18)	<p>Placement Cell and Internships Scope: To have on campus placement. To keep records on Internship done by students.</p>	<p>Dr. Asha Agarwal (Convenor)</p> <p>Mr. Nimesh Punjani</p> <p>Dr. Rahul Shetty and All Coordinators of SFC</p>
19)	<p>Alumni committee Scope: To have activities for Alumni</p>	<p>Dr. Asha Agarwal (Convenor)</p> <p>Dr. Purnima Sharma.</p>
	<p>To raise funds from Alumni</p>	<p>Dr. Rahul Shetty and All Cordinators of SFC</p>
20)	Library and Book Bank Committee	

	Scope: To update the books in different forms To give book bank facility for students.	Dr. J.H. Kadli- Convenor. Dr. Neelam Arora Dr. Mohana Bandkar Dr. Mahalakshmi Kumar Dr. Arun Poojari
21)	Canteen Committee Scope: To follow the protocol and guidelines given from time to time from government.	Ms. V. V. Bhide (Convenor) Dr. Vaidehi Kamath Ms. Tina Kamulkar
22)	Marathi Vangmay Mandal Scope: To Promote the Marathi culture by organising different programs.	Dr. Ashok Mahadik (Convenor) Mr. Darshan Pagdhare Dr. Vaidehi Kamath
23)	Punjabi Association Scope: To Promote the Punjabi culture by organising different programs.	Dr. Sangeeta Makkad (Convenor) Dr. Mohana Bandkar
24)	Entrepreneurship Development Cell Scope: To Develop and inculcate Entrepreneurship skills among students. To have start-ups on college campus	Dr. Rahul Shetty (Convenor) Mr. Nimesh Punjani Ms. Jyoti Singh
25)	Anti Ragging Committee Scope: To form anti ragging committee which helps in minimising ragging menace To fill anti ragging affidavit.	Dr. Vinay Pandit (Convenor) Dr. Ashok Mahadik Dr. Sangeeta Makkad 2 Students Members from Aided and SFC
26)	Women Development Cell Scope: To conduct program regarding women empowerment. To conduct program regarding different awareness program relating to women issues.	Dr. Mahalakshmi Kumar (Convenor) Dr. Ashok Mahadik Ms. Mona Thakkar Pandya Ms. Vishakha Walia Ms. Delaveen Mr. Ritesh Shinde Ms. Tina Kamulkar
27)	Staff & Student Grievance and Redressal Cell Scope: To note the grievances of students and staff.	Ms. V.V. Bhide (Convenor) Dr. Purnima Sharma

	To solve the grievances of students and staff.	Dr. Arun Poojari Mr. Chetan Maru Dr. Vaidehi Kamath Ms. Varsha Gorad Ms. Poonam Parab
28)	SC/ST Welfare Committee Scope: To aware students about welfare regarding SC and ST quota.	Mr. Darshan Pagdhare (Convenor) Ms. Kranti Ukey Dr. Vaidehi Kamath
29)	Internal Complaint Committee (ICC) as per Sexual Harassment at Workplace (Prevention, Prohibition and Redressal) Act 2013 Scope:	Ms. V. V. Bhide (Convenor) Dr. S. V. Lasune Dr. Sangeeta Makkad Ms. Varsha Gorad 2 Students each of aided & unaided
30)	Add-On-Vocational Courses Scope: To Conduct lectures in different areas of specialization.	Dr. Rahul Shetty (Chief Co-ordinator)
31)	M.Com. Co-ordinator and Internship Projects Scope: To Conduct lectures in different areas of specialization. To have record of Internship projects.	Dr. S.V. Lasune
32)	Field Projects Scope: To conduct field projects in both the terms.	Ms. Jyoti Singh
33)	Faculty and Students Exchange Program (Collaborative Activities) Scope: To have collaborative and exchange activities in academic year.	Dr. Neelam Arora (Convenor) Dr. Arun Poojari Dr. Asha Agarwal
34)	NPTEL Online courses Scope: To make aware about the courses.	Mr. Nimesh Punjani (Convenor) Dr. Rahul Shetty
	To make students Enrol for the courses.	Mr. Chetan Maru Ms. Nidhi Singh

35)	Programs on Social Issues and Holistic Development Committee Scope: To take initiatives taken to engage with and contribute to local community. To conduct programs on social issues. To organise program for Holistic development of students	Dr. Mahalakshmi Kumar (Convenor) Mr. Chetan Maru Ms. Jyoti Singh
36)	Disaster Management Committee Scope: To Follow the protocol and directives given by government. To conduct different programs for awareness of the same.	Mr. Darshan Pagdhare (Convenor) Mr. Nimesh Punjani
37)	Professional development /administrative training programs for teaching /non-teaching staff Scope: To conduct programs under different domains for teaching /non-teaching staff.	Dr. Vinay Pandit (Convenor) Mr. Chetan Maru Ms Jyoti Singh
38)	Mentors and Mentee for academic and stress related FY A FY B FY C FY D	Ms. Kranti Ukey Ms. Munmy C. Baruah Dr. Vinay Pandit Ms. Vishakha Walia
	Mentors and Mentee for academic and stress related SY A SY B SY C SY D	Mr. Darshan Pagdhare Dr. Ashok Mahadik Dr. Divya Nigam Mr.Chetan Maru
	Mentors and Mentee for academic and stress related TY A TY B TY C TY D	Dr. Purnima Sharma Dr. Mohana Bandkar Mr. Nimesh Punjani Dr. Mahalakshmi Kumar
	Add On Vocational Courses Mentors and Mentee academic and stress related	 Dr. Rahul Shetty

	Mentors and Mentee academic and stress related Mcom	Dr. S.V. Lasune
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SELF-FINANCED COURSES

No	Name of the committee / Portfolio	Prof. In charge
1	Staff Common room secretary	Prof. Miloni S
2	Academic Calendar	Dr. Arun Poojari
3	IQAC Committee	Dr. Arun Dr. Minum
4	Women Development Cell	Prof. Delaveen T
5	Staff and student s Grievance Redressal cell	Prof. Siddique S
6	Incubation centre (CIED)	Dr. Arun P Prof. Miloni S Prof. Delaveen T
7	Staff academy committee (Knowledge transfer)	Dr. Minum S
8	AQAR	Dr. Rajesh M
9	Exam Committee	Prof. Famida S Prof. Miloni S Prof. Delaveen T Prof. Sunehara L
10	Unfair means committee	Dr. Vaidhei Dr. Nidhi
10	Time Table committee	Dr. Vaidhehi K
11	DLLE	Dr. Minum S
12	N.S. S	Prof. Siddique S
13	College Magazine and Annual Report and prospectus	Prof. Mona T P
14	Placement cell and summer internship	Prof. Nidhi S
15	Alumni Association	Coordinators
16	Websites committee	Prof. Mona T.P
17	Punjabi Association	Prof. Sangeeta M
18	Marathi Vangmay Mandal	Dr. Vaidehi K

19	Foreign Education	Prof. Priti P
20	International conference	Dr. Rajesh M
21	Certificate courses	Prof.. Priti P
22	Workshop on IPR	Dr. Rajesh M
23	Slow learner and advance learner	Prof Jayshree I
24	Mentor - Mentee	Coordinators
25	Collaborative activity committee	Prof. Sunehara L
26	Field work/ Project work	Prof. Jayshree
27	Capacity building and skill enhancement committee	Dr. Sangeeta M
28	Career guidance and competitive exam activity	Prof. Mona T.P
29	Student progression	Coordinators
30	Student forum /council	Dr. Arun P
31	Feedback (SSS- Feedback syllabus)	All coordinators
32	Faculty and student exchange programme	CA Priti P Prof. . Delaveen Prof. Miloni
33	Seminar on professional ethics and human values	Prof. Nidhi Prof. Mona Prof. Siddique
34	FDP (preferably with HRD) or other university	Dr. Sangeeta M Prof. Siddique
35	Learning management system (MOODLE)	Prof.Jayshree Prof. Sunehara
36	All IT enabled work- Coordination	Prof. Jayshree Prof. Sunehara

FACULTY WISE- COMMITTEE

No	Name	Committee
1	Dr. Arun Poojari	1) Academic Calendar 2) Student forum /council 3) Incubation Centre (CIED) 4) AQAR 5) IQAC
2	Prof. Famida	1) Exam Committee

3	Dr. Minum Saksena	<ol style="list-style-type: none"> 1) Staff academic committee 2) Alumni Association 3) Mentor - Mentee 4) Student progression 5) Feedback (SSS- Feedback syllabus) 6) DLLE 7) IQAC
4	Dr. Vaidehi Kamath	<ol style="list-style-type: none"> 1) Time Table committee 2) Alumni Association 3) Marathi Vangmay Mandal 4) Mentor - Mentee 5) Student progression 6) Feedback (SSS- Feedback syllabus) 7) Unfair means committee
5	Prof. Nidhi Singh	<ol style="list-style-type: none"> 1) Placement cell and summer internship 2) Alumni Association 3) Mentor - Mentee 4) Student progression 5) Feedback (SSS- Feedback syllabus) 6) Unfair means committee 7) Seminar on professional ethics and human values
6	Dr. Sangeeta Makkad	<ol style="list-style-type: none"> 1) Alumni Association 2) Punjabi Association 3) Mentor - Mentee 4) Capacity building and skill enhancement committee 5) Student progression 6) Feedback (SSS- Feedback syllabus) 7) FDP (two in one year)
7	Dr. Rajesh Mankani	<ol style="list-style-type: none"> 1) Alumni Association 2) National /International Seminar 3) Workshop on IPR 4) Mentor - Mentee 5) Student progression 6) Feedback (SSS- Feedback syllabus) 7) AQAR
8	Prof. Priti Parikh	<ol style="list-style-type: none"> 1) Alumni Association 2) Foreign Education 3) Certificate courses 4) Mentor - Mentee

		<ul style="list-style-type: none"> 5) Student progression 6) Feedback (SSS- Feedback syllabus) 7) Student and faculty exchange programme
9	Prof. Mona T P	<ul style="list-style-type: none"> 1) College Magazine and Annual Report and prospectus 2) Updates on websites 3) Career guidance and competitive exam activity 4) Seminar on professional ethics and human values
10	Prof. Sunehara	<ul style="list-style-type: none"> 1) Exam Committee 2) Collaborative activity committee 3) LMS (moodle) 4) IT enabled coordination work
11	Prof. Jayshree	<ul style="list-style-type: none"> 1) Slow learner and advance learner 2) Field work/ Project work 3) LMS (moodle) 4) IT enable work and coordination
12	Prof. Siddique	<ul style="list-style-type: none"> 1) Staff and student s Grievance Redressal cell 2) NSS 3) FDP 4) Seminar on professional ethics and human values
13	Prof. Miloni S	<ul style="list-style-type: none"> 1) Staff Common room secretary 2) Exam Committee 3) Incubation Centre (CIED) 4) Students exchange and faculty exchange
14	Prof. Delaveen	<ul style="list-style-type: none"> 1) Women Development Cell 2) Exam Committee 3) Incubation Centre (CIED) 4) Students exchange and faculty exchange

(Dr. Neelam Arora)

Principal