

Nagpur Shikshan Mandal's
**Shri Mathuradas Mohota College of Science, Nagpur CWC - College Working
 Committees (2025-26)**

Chairman of all the committees: Dr. Jeevan R. Dontulwar, Principal

Sr. No.	Name of Committee	In-charge	Members
1. PLANNING			
1.1	Strategic Planning	Dr. J. R. Dontulwar	Dr. V. V. Soman Dr. J. N. Ramteke Dr. S. S. Bhonsale Dr. A. M. Sawane Dr. N. V. Palande Ms. S. D. Khalatkar Dr. V. H. Badiye Dr. A. V. Setiya Dr. S. A. Jawadand Dr. S. Mankar Shirpurkar
1.2	Purchase Committee	Dr. J. R. Dontulwar	Dr. J. N. Ramteke Dr. M. G. Dhonde Dr. U. R. Sonparote Dr. S. G. Goswami Mrs. M. H. Marbade
1.3	PG program Coordinator	Dr. A. M. Sawane	All PG coordinators of respective subjects
1.4	Timetable (UG)	Dr. J. N. Ramteke	All HODs
1.5	Timetable (PG)	Dr. A. M. Sawane	PG coordinators of respective subjects
1.6	Short term course (For Sem II, IV and V)	Dr. V. H. Badiye	Sem I and II: Dr. S. S. Chavhan Mr. R. R. Tambatkar Dr. S. Mankar Shirpurkar Ms. R. K. Pali Ms. N. C. Bajirao Sem III: Respective STC coordinators Sem V and VI: Dr. B. H. Salame Dr. K. S. Ganorkar Dr. V. S. Sapner Mrs. C. V. Bhoyar
2. ADMISSIONS			
2.1	UG Admissions & Prospectus	Dr. A. M. Sawane	As per the notice
2.2	PG Admissions	PG coordinators of respective subjects	One non-teaching staff /ad hoc staff of the respective departments
2.3	Admissions data of UG, PG and Research	Dr. U. R. Sonparote	Mr. G. C. Vandile Dr. P. G. Gupta Ms. P. S. Dudhe Ms. R. K. Pali PG Ad-hoc teachers for data of the respective subjects Mr. Avinash Kholkute
3. ACCREDITATION RELATED			
3.1	IQAC	Dr. V. V. Soman (Coordinator)	Dr. N. V. Palande- Co-coordinator Members as per notice
3.2	NIRF	Dr. V. H. Badiye	Dr. P. G. Gupta Co-incharge

Nagpur Shikshan Mandal's
**Shri Mathuradas Mohota College of Science, Nagpur CWC - College Working
 Committees (2025-26)**

Chairman of all the committees: Dr. Jeevan R. Dontulwar, Principal

			Dr. V. S. Sapner
			Dr. K. S. Ganorkar
			Mr. G. C. Vandile
			Mr. A. V. Tiwari
			Mr. R. R. Tambatkar
			Mr. P. V. Nimje
			Mrs. C. V. Bhoyar
			Ms. R. K. Pali
			Mrs. M. Y. Sadhankar
			Ms. R. C. Linge
3.3	Institutional Academic and Administrative Audit (internal and external)	Dr. V. H. Badiye	Dr. A. V. Setiya
			Mr. G. C. Vandile
			Ms. R. K. Pali
			Mr. A. Kale
4. ADMINISTRATION			
4.1	Academic monitoring	Dr. N. D. Meshram	Mr. R. R. Tambatkar
			Dr. P. G. Gupta
			Dr. B. H. Salame
			Dr. S. S. Chavhan
			Mr. A. V. Tiwari
4.2	Feedback (from all stakeholders)	Ms. S. D. Khalatkar	Dr. U. R. Sonparote
			Dr. S. S. Chavhan
			Mr. A. V. Tiwari
			Mr. R. R. Tambatkar
			Dr. N. M. Luharia
			Ms. R. K. Pali
			Mrs. C. V. Bhoyar
			Mr. P. K. Tete
			Mr. M. M. Katiya
4.3	Website	Dr. N. V. Palande	Ms. R. K. Pali
			Mr. V. S. Deshmukh
			Dr. V. R. Ramgunde
4.4	NEP	Dr. D. V. Nandanwar Incharge Dr. S. K. Giri Co-incharge	Dr. P. U. Gajbe
			Dr. S. T. Rathod
4.5	Social media and Bi-Monthly Magazine	Mr. A. V. Tiwari	Dr. A. Danao Bodhane
			Dr. S. S. Chavhan
			Ms. P. S. Dudhe
4.6	AISHE	Dr. R. R. Gupta	Dr. S. K. Giri
			Dr. P. U. Gajbe
			Dr. N. D. Meshram
			Dr. S. T. Rathod
			Mr. V. S. Deshmukh
			Mr. A. P. Kale
4.7	MIS	Dr. S. K. Giri	Dr. R. R. Gupta
			Dr. N. D. Meshram
			Dr. S. T. Rathod
			Dr. M. T. Bherwani
			Mr. R. R. Tambatkar

Nagpur Shikshan Mandal's
**Shri Mathuradas Mohota College of Science, Nagpur CWC - College Working
 Committees (2025-26)**

Chairman of all the committees: Dr. Jeevan R. Dontulwar, Principal

4.8	University related work	Dr. V. H. Badiye	Dr. B. H. Salame Other members will be notified as per the requirement for a specific task.
4.9	Alumni Cell	Dr. V. H. Badiye	Dr. U. R. Sonparote
			Dr. B. H. Salame
			Dr. S. A. Jawadand
4.10	Annual reports of all the departments	Ms. B. K. Madavi	All HODs and Director of Sports and Physical education, Librarian, Teacher in-charges of relevant committees
4.11	Campus cleanliness and maintenance	Dr. R. R. Gupta	Dr. S. S. Chavhan
			Mr. G. C. Vandile
			Mr. S. G. Tammewar
			Dr. M. A. Jamdarkar
			Mr. N. Rathod
			Ms. R. K. Pali
			Mr. A. Kale
			Ms. R. C. Linge
			Mrs. V. Bhoyar
			Ms. B. Tijare
5. WOMEN WELFARE			
5.1	ICC	Dr. U. R. Sonparote	As per the constitution, URS will finalize the committee in consultation with the principal.
5.2	Women cell	Dr. B. H. Salame	Dr. P. G. Gupta
			Dr. A. Danao-Bodhane
			Ms. P. S. Dudhe
			Dr. S. Mankar Shirpurkar
5.3	Ladies common room	Dr. B. H. Salame	Dr. P. G. Gupta
			Dr. S. A. Jawadand
			Ms. B. K. Madavi
			Dr. D. R. Malviya
6. EXAMINATION RELATED			
6.1	RTMNU Exams and University-related students' queries	Dr. S. K. Giri	Dr. J. A. Janbandhu
			Dr. P. U. Gajbe
			Dr. N. D. Meshram
			Dr. S. Mankar Shirpurkar
			Mrs. C. V. Bhoyar
			Mr. A. S. Kholkute
6.2	College level test examinations/ Unit tests	Dr. R. R. Gupta	Dr. S. K. Giri
			Dr. P. U. Gajbe
			Dr. S. T. Rathod
			Ms. P. G. Gupta
			Ms. P. S. Dudhe
6.3	University result analysis	Dr. R. R. Gupta	Dr. N. D. Meshram
			Dr. S. T. Rathod
			Mr. A. V. Tiwari
			Dr. K. S. Ganorkar
			Dr. S. Mankar Shirpurkar
			Mrs. S. S. Dharashivkar
			PG result will be analyzed by respective

Nagpur Shikshan Mandal's
**Shri Mathuradas Mohota College of Science, Nagpur CWC - College Working
 Committees (2025-26)**

Chairman of all the committees: Dr. Jeevan R. Dontulwar, Principal

			subject coordinators
6.4	Examinations conducted by agencies other than RTMNU	Dr. S. S. Bhonsale	Mr. A. S. Kholkute Mr. R. R. Gandhi
6.5	Academic Bank of Credits	Dr. S. K. Giri	Dr. R. R. Gupta Dr. S. T. Rathod Dr. N. D. Meshram Dr. S. Mankar Shirpurkar
7. STUDENTS WELFARE AND STUDENTS RELATED ACTIVITIES			
7.1	Students' scholarships	Mr. A. V. Tiwari	Dr. K. S. Ganorkar Ms. D. M. Thakre
7.2	Institutional scholarship fund	Dr. J. R. Dontulwar	All HODs and PG coordinators
7.3	Training, Skill Development, and Placement Cell	Dr. V. H. Badiye	Dr. S. A. Jawadand Dr. A. Danao Bodhane Mr. R. R. Tambatkar Mr. G. C. Vandile Ms. R. K. Pali Mrs. C. V. Bhoyar Mrs. M. Y. Sadhankar Mr. V. S. Deshmukh
7.4	Career Katta	Dr. S. A. Jawadand Incharge Dr. A. Danao Bodhane Co-incharge	Ms. B. K. Madavi Mr. R. R. Tambatkar Mrs. C. V. Bhoyar Mrs. S. S. Dharashivkar
7.5	Competitive Examination Cell (UPSC, MPSC, IIT-JAM, NET, SET etc.)	Mr. G. C. Vandile	Dr. K. S. Ganorkar Ms. P. S. Dudhe Ms. B. K. Madavi Mr. R. R. Tambatkar Mr. A. R. Bhowate Mrs. M. Y. Sadhankar
7.6	Student Grievance Redressal	Dr. U. R. Sonparote	Ms. S. D. Khalatkar Dr. A. Danao Bodhane Ms. P. S. Dudhe Ms. N. C. Bajirao Mr. P. V. Nimje Dr. S. Mankar Shirpurkar Mrs. C. V. Bhoyar Mr. A. R. Bhowate
7.7	Cultural Activities	Dr. A. Danao Bodhane	Dr. S. G. Goswami Mr. S. S. Chavhan Mr. S. G. Tammewar Mr. Sachin Dabhnekar
7.8	Students' Social Responsibilities & NSS	Dr. A. V. Setiya	Dr. V. H. Badiye Dr. A. Danao Bodhane Dr. S. A. Jawadand
7.9	Students Council establishment and working	Dr. B. H. Salame	Dr. A. V. Setiya Dr. S. S. Chavhan Mr. G. C. Vandile Ms. P. S. Dudhe

Nagpur Shikshan Mandal's
**Shri Mathuradas Mohota College of Science, Nagpur CWC - College Working
 Committees (2025-26)**

Chairman of all the committees: Dr. Jeevan R. Dontulwar, Principal

7.10	Anti-ragging, vigilance, and students' discipline	Dr. P. U. Gajbe	Dr. V. S. Sapner
			Dr. S. S. Chavhan
			Mr. R. R. Tambatkar
			Mr. A. V. Tiwari
			Dr. S. Mankar Shirpurkar
			Mrs. C. V. Bhoyar
7.11	Parent-Teacher meetings	Dr. M. G. Dhonde	Mr. V. S. Deshmukh
			Dr. S. K. Giri
			Dr. P. U. Gajbe
			Dr. S. T. Rathod
			Mr. G. C. Vandile
7.12	Mentor-Mentee scheme	Dr. N. V. Palande	Dr. P. G. Gupta
			Ms. P. S. Dudhe
			Dr. S. A. Jawadand
7.13	RTI	Dr. J. N. Ramteke (RTI Officer)	Dr. B. H. Salame
			Dr. P. G. Gupta
7.14	Equal Opportunity Cell	Dr. A. M. Sawane	Dr. V. H. Badiye
			Dr. A. Danao Bodhane
			Dr. P. U. Gajbe
			Dr. S. T. Rathod
8. FACILITIES	8.1	Environment Protection Cell	Dr. M. T. Bherwani
			Ms. S. D. Khalatkar
			Dr. A. V. Setiya
			Dr. B. H. Salame
			Dr. V. R. Ramgunde
8.2	Committee for canteen and monitoring of drinking water supply	Ms. P. S. Dudhe	Dr. S. S. Chavhan
			Mrs. Vibha Charpe
			Ms. B. K. Madavi
			Mr. S. G. Tammewar
8.3	Library and Information Centre	Dr. M. T. Bherwani	Mrs. S. S. Ganje
			Dr. S. S. Gunjekar
			As per the notice regarding the library committee
9. COLLEGE FUNCTIONS			
9.1	Conducting various events like commemorative days, days of national importance	Dr. A. Danao Bodhane	Ms. N. C. Bajirao
			Dr. V. S. Sapner
			Ms. P. S. Dudhe
			Mrs. C. V. Bhoyar
10. OTHER ACTIVITIES	10.1	Teacher Training Cell	Mr. Sachin Dabhnekar
			Dr. U. R. Sonparote
			Dr. N. V. Palande
			Dr. V. R. Ramgunde
10.2	Non-teaching staff – training programs	Dr. P. U. Gajbe	Dr. A. A. Fulzele
			Mr. A. V. Tiwari
			Mr. P. B. Dandewar
			Mr. P. S. Bagde

Nagpur Shikshan Mandal's
**Shri Mathuradas Mohota College of Science, Nagpur CWC - College Working
 Committees (2025-26)**

Chairman of all the committees: Dr. Jeevan R. Dontulwar, Principal

10.3	Internal audit	Dr. J. R. Dontulwar	Dr. J. N. Ramteke
			Dr. M. G. Dhonde
			Dr. S. G. Goswami
10.4	College Magazine	Ms. B. K. Madavi	Dr. J. A. Janbandhu
			Mr. A. V. Tiwari
			Dr. S. S. Chavhan
			Mr. Dinesh Kotangale
10.5	Student Induction Program (<i>Diksharambh</i>)	Dr. A. Danao Bodhane	As per notice
10.6	Community outreach	Dr. V. V. Soman	Dr. U. R. Sonparote
			Dr. S. S. Bhonsale
			Dr. S. A. Jawadand
			Dr. A. Danao Bodhane
			Dr. A. V. Setiya
Mr. A. V. Tiwari			
11. RESEARCH			
11.1	Research and Development Cell (As per the guidelines received from UGC, the State Government of Maharashtra and RTM Nagpur University, Nagpur)	Dr. J. R. Dontulwar Chairperson, Research Advisory Council (RAC) Dr. V. V. Soman IQAC Coordinator	Dr. N. V. Palande Coordinator, Research and Development Cell (RDC)
11.2	Finance and Infrastructure	Dr. J. N. Ramteke	Dr. A. M. Sawane
			Dr. P. U. Gajbe
			Dr. K. S. Ganorkar
			Mr. G. C. Vandile
			Mr. V. S. Deshmukh
11.3	Research Program, Science Promotion and Outreach, Policy Development	Dr. N. V. Palande	Dr. A. A. Fulzele
			Dr. M. G. Dhonde
			Ms. S. D. Khalatkar
			Dr. S. A. Jawadand
			Dr. V. S. Sapner
11.4	Collaboration and Community	Dr. A. M. Sawane	Dr. V. H. Badiye
			Dr. B. H. Salame
			Dr. A. V. Setiya
			Ms. P. G. Gupta
			Mr. P. V. Nimje
11.5	Product Development, Monitoring and Commercialization	Dr. K. S. Ganorkar, Incharge Dr. V. S. Sapner Co-incharge	Dr. A. A. Fulzele
			Dr. N. D. Meshram
			Dr. V. S. Sapner
11.6	IPR, Legal and Ethical Matters	Dr. N. D. Meshram	Dr. M. T. Bherwani
			Dr. V. S. Sapner
			Dr. K. S. Ganorkar
			Mr. R. R. Tambatkar
11.7	Industry-Institution Interaction	Dr. K. S. Ganorkar Incharge Dr. V. S. Sapner Co-incharge	Dr. N. D. Meshram
			Dr. S. Mankar Shirpurkar
			Dr. S. S. Chavhan
			Dr. A. V. Setiya

Nagpur Shikshan Mandal's
**Shri Mathuradas Mohota College of Science, Nagpur CWC - College Working
Committees (2025-26)**

Chairman of all the committees: Dr. Jeevan R. Dontulwar, Principal

			Dr. B. H. Salame
11.8	Innovation and Incubation	Mr. G. C. Vandile Incharge Dr. K. S. Ganorkar Co-incharge	Ms. S. D. Khalatkar Dr. V. S. Sapner Dr. P. G. Gupta Mrs. C. V. Bhoyar

Role and Responsibilities of College Working Committees In-charge / Coordinator

1. The in-charge/ coordinator should ensure the creation, regulation, and carrying out of various academic policies. She /he should ensure efficient and consistent academic operation throughout the institute.
2. The in-charge/ coordinator should ensure that at least 4 meetings (Twice throughout the semester) are conducted in the academic year. The agenda for the same should be circulated among the committee members.
3. The in-charge/ coordinator should record and maintain the minutes of the meeting and circulate the soft copy among committee members after the chairman's approval.

Members

The members should:

1. Actively participate in the meetings,
2. Plan various activities for the holistic development of the students (as per the portfolio),
3. Give constructive suggestions and create an action plan in coordination with the committee in-charge,
4. Time and effective implementation of action plan,
5. Ensure proper documentation as per the guidelines issued by IQAC.

Frequency of Meetings

The committee will convene as needed and at least twice throughout the semester. Despite the clause, the chairman of the College Working Committee may urgently schedule an emergency meeting to discuss critical specific matters.



Nagpur Shikshan Mandal's Nagpur.

Shri Mathuradas Mohota College of Science, Nagpur

Sakkardara Square, Umrer Road Nagpur- 440024

Tel.: 0712-2744992 Fax: 0712-2744992

Email: mohotacollege@yahoo.co.in Website : www.mohotasci.edu.in

President
SHRI MOHIT SHAH
Tel: 9373985046

Secretary
ADV. RAJEEV S. DEO
Tel: 9850335118

Principal
DR. JEEVAN R. DONTULWAR
Tel: 9890943225

24.06.2024

NOTICE

Reference: CWC notice posted on 19.06.2025 by WhatsApp on Senior college group.

Committee Number: 1.7

Additional committee has been incorporated in the said notice. The in-charge and members are as follows. Every bill / voucher should be submitted to in-charge. With the help of member(s) it the bills / vouchers should be checked and then forwarded to the audit committee for final approval.

Name of committee	In-charges	Members
Bills / voucher scrutiny committee	Shri Ganesh Vandile	Dr. Punam Gupta Dr. Vijay Sapner Shri Vilas Deshmukh

This notice comes into force w.e.f. 28.06.2025.

