



Jagdamba Education Society's

S.N.D. COLLEGE OF PHARMACY

BABHULGAON, Tal. Yeola - 423 401, Dist. Nashik (Maharashtra)

NAAC Accredited with 'B' Grade

- Approved by PCI New Delhi
- AICTE New Delhi
- DTE, Govt. of Maharashtra, Mumbai
- Affiliated to Savitribai Phule Pune University, Pune
- Affiliated to MSBTE, Mumbai
- E-mail: sndcollegeofpharmacy@rediffmail.com
- Ph.No. : (02559) 225041 / 42
- Fax : (02559) 225042
- Web : www.sndpharmacy.com

Hon. Shri. Narendra B. Darade

President, Jagdamba Education Society's, Yeola
MLC, Govt. of Maharashtra

Outward No. SND COP/B.PH./M.PH./D.PH./20 23-2024 15974A

Hon. Shri. Kishor B. Darade

Director, Jagdamba Education Society's, Yeola
MLC, Govt. of Maharashtra

Date : 27/07/2022

OFFICE ORDER

Research Advisory Committee (RAC) for the Academic Year 2022-23

S.NO	NAME OF THE MEMBER	DESIGNATION	CONTACT NO.
1	Dr Ramesh S Kalkotwar	Principal/Chairman	+91-9420657578
2	Dr. Prerna Jadhav	Associate Professor	+91-9423053461
3	Dr. Amol Gayke	Assistant Professor	+91-8087485381
4	Mrs. Kavita Sharma	Assistant Professor	+91-9881857172
5	Ms. Sonali.A Waghmare	Assistant Professor	+91-9960265643



PRINCIPAL
Principal
S N D College of Pharmacy
Babhulgaon, Tal. Yeola (Nashik)
M. PHARMACY



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Outword No. SNDCOP/B.PH./M.PH./D.PH./20 19 - 20 20 /

Date : 01/07/2019



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SND COLLEGE OF PHARMACY
Babhulgaon, Tal- Yeola, Dist-Nasik.

COLLEGE DEVELOPMENT COMMITTEE
(As per The Maharashtra Public University Act. 2016 U/S 97)

Sr. no.	Name of Member	Position	Designation
01	Mr Narendra B.Darade	Chairman,Jagdamba Education Society	Chairman
02	Mr.Laxman B. Darade	Secretary,Jagdamba Education Society	Member
03	Mr. Rupesh L.Darade	Director JE Society & Social Worker, Yeola	Member
04	Mr. Thomare Sheetal K.	Principal Scientist, Mylan Labs., Sinnr, Nashik	Member
05	Adv. Ranaware S.O.	Advocate, Yeola	Member
06	Mr. Zalke P. R.	Social Worker, Yeola	Member
07	Mr. Gaikwad Sachin S.	HOD, Pharmaceutics Dept.	Member
08	Mr. Dabhade Pratap S.	Coordinator-IQAC	Member
09	Mrs. Dabhade Manjushri P.	Woman Teacher Representative	Member
10	Mrs. Jadhav Prerana B.	Teacher Representative	Member
11	Mr. Gayke Amol. U.	Teacher Representative	Member
12	Mr. Pawar Sunil S.	Non-teaching Representative	Member
13	Miss Punekar Aditi Satish	President, College Students' Council	Member
14	Prof. Dr. Kalkotwar Ramesh Shankarrao	Principal, SND College of Pharmacy, Yeola	Member Secretary

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SND College of Pharmacy

Babhulgaon Tal – Yeola Dist – Nashik

MEMBERS OF GOVERNING BODY

Sr.No	Name	Designation
01	Mr.Darade Narendra B. (Chairman, Jagdamba Education Society)	Chairman
02	Mr. Darade Kishor B. (Director, Jagdamba Education Society)	Member
03	Mr. Darade Laxman B. (Secretary, Jagdamba Education Society)	Member
04	Ex.Officio (Regional Officer, WRC-AICTE, Mumbai)	Member
05	Dr.Chaudhari P.D. (Formar Dean(Pharmacy) SPPU, Pune)	Member
06	Ex-Officio Joint Director, DTE Regional Office, Nashik)	Member
07	Dr. Upasani C.D (Principal, SNJB,SDJ College of Pharmacy, Chandwad)	Member
08	Dr. Jain Parag (M.D. , Orchid Scientific Pvt.Ltd.)	Member
09	Mr. Sharma Y.P (Asso. Prof. S.N.D College of Pharmacy	Member
10	Mr. Dabhade P.S (Asst. Prof. S.N.D College of Pharmacy	Member
11	Dr.Kalkotwar R.S. (Principal/Director of the concerned Institute.)	Member




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MEMBERS OF LMC

Sr.No	Name	Designation
01	Mr.Darade Narendra B. (Chairman, Jagdamba Education Society)	Chairman
02	Mr. Darade Laxman B. (Secretary, Jagdamba Education Society)	Member
03	Mr. Thombare Sheetal K. (Principal Scientist, MYLAN Laboratories, Sinnar Nashik)	Member
04	Mr.Ranaware S.O. (Advocate, Yeola)	Member
05	Mr. Zalke P.R. (Social Worker, Yeola)	Member
06	Mr. Dabhade P.S (Asst. Prof. S.N.D College of Pharmacy	Member
07	Mr. Sharma Y.P (Asso. Prof. S.N.D College of Pharmacy	
08	Mrs. Dabhade M.P (Asst. Prof. S.N.D College of Pharmacy	Member
09	Mr. Katkade S.K. (Office Superintendant, SND College of Pharmacy)	Member
10	Dr.Kalkotwar R.S. (Principal/Director of the concerned Institute.)	Member



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Outward No. SNDCOP/B.PH./M.PH./D.PH./2022-2023 /

Hon. Shri. Kishor B. Darade

Director, Jagdamba Education Society's, Yeola
MLC, Govt. of Maharashtra

Date : 15/09/2022


ANTIRAGGING COMMITTEE 2022-2023

Sr. No.	Members	Contact No.
1.	Dr. Kalkotwar R. S. (Principal)	9420657578
2.	Mr. Pramod Hile (Executive Magistrate)	02559(265005)
3.	Mr. Sandip Koli (Police Inspector)	02559(265016)
4.	Mr. Dabhade Shivaji (Civil representative)	8446656249
5.	Mr. Vinchu Santosh (Media representative)	9881131087
6.	Mr. Kabra Nitin (Representative of Youth activities)	9423176219
7.	Mr. Dnyaneshwar Thombare (Parent representative)	9422551584
8.	Mr. Prashant Palghadmal (Staff Member)	7709555049
9.	Mr. Ramdas Darade (Staff Member)	8381080057
10.	Dr. Mrs. Prerana Jadhav (Staff Member)	9423053461
11.	Mr. Sachin Katkade (Non teaching staff)	9637068154
12.	Mr. Kishor Gavandi (Student representative)	8408820530
13.	Ms. Thombare Vrushali (Student representative)	9356489407

Anti-Ragging squad

Sr. No.	Members	Contact No.
1.	Mrs. Kavita Sharma	9881857172
2.	Mrs. Manjushri Dabhade	8446492842
4.	Mr. Rahul Bhabad	9503994454
5.	Mr. Walmik Jagdale	9595589395




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Committee for Academic year 2022-23

Teaching

Sr. no	Name of Committee	Members	Work-Responsibilities
1	Principal	Dr. Kalkotwar R.S	Over all head of All Committee
	Academic In charge (UG-B.Pharm.)	Mr. Gayke Amol U.	Time table setting, alteration of TT if required, day to day class management, replacement for absent teacher, Attendance register distribution, collection at the end of the academic session and storing them for inspection. Evaluation on the quality of teaching, check on teaching of new staff, month wise information regarding engaged classes, keeping record for GPAT cleared students, daily report check and sign, reporting time for both teaching and nonteaching staffs
	Academic In charge (PG--M.Pharm.)	Dr. Pravin Suruse	
	Academic In charge (D.Pharm.)	Mr. Rahul Babhad	
3	Exam In charge (UG-B.Pharm.)	Mr.Palghadmal Prashant Assitt. Vikram Kangane	Exam notifications, conducting of exams, co ordination with University regarding exams and examiner, co ordination with central office regarding remuneration of examiners, mother register maintenance of sessional marks. call back assessed paper marks within a week
	Exam In charge (PG-M.Pharm.)	Mrs. Dabhade Manjushri P.	
	D.Pharm. Exam.In-Charge	Mr. Walmik Jagdale	
4	Admission committee 1. Head 2. Counseling & Running F C at our college	Dr. Kalkotwar R.S Dr. Jadhav Prerana Dr. Pravin Suruse Mr. Gawali G.B. Mr. Walmik Jagdale (Diploma Wing)	Planning & implementation of plan for every year's admission process. Visits to Jr Colleges of Ahmednagar, Nashik and nearby Talukas of Aurangabad district for counseling to get FY Engg and Pharmacy admissions. Go for career counseling programmes conduction with the help of different forums
5	Seminar, Conference, workshop and Guest Lectures, Research Activity & Publication, Academic & Research coordinator(ARC)	HEAD- Dr. Pravin Suruse ARC- Dr. Jadhav Prerana Student Welfare Officer- Mrs. Dabhade M.P.	Planning for seminar, conference and GL and communication with the resource person, revenue of funds for the same and arranging of the same, Coordination with the University, pren of proposals (BOD), construction of student council, co-ordination with staffs for their research activity, coordination of staff and student participation at different level, coordination for publication and maintaining the records .





6	Store Department In-charge	Mr. Gayake Amol U.	Collection of requirement of chemicals, glassware's and equipment from each staffs (diploma, UG and PG), call for quotation from vendor, comparison and coordination for purchase (management and supplier). Physical verification (store and labs) breakage calculation and collection, maintenance and verification of furniture and equipments, record keeping and maintenance of all sorts of dead stock registers, keeping records of lending things and getting them back.
7	Training & Placement Committee	TPO- Mr. Kokate Shekhar	Co ordination with the industries for campus, training arrangement, issue of training cert., maintenance of records
8	Sports (in door / out door)	Dr. Lokesh Barde	Arrangement for annual sports competition, indoor as well as out door, participation in different events of uni, other college, state level and national level
9	Cultural Committee (Certificates & Trophy)	Mrs. Sharma K.S (Co-ordinator) Miss Bhingare A.V. Dr. Lokesh Barde Mr. Padghalmal Prashant	Formation of committee, Arrangement for annual cultural competitions, participation in different events of University, other college, state level and national level. Prepare certificates & trophy for sports and cultural events.
10	Discipline Committee	Mrs. Sharma K.S Dr. Kalkotwar R.S. Mr. Palghadmal P.S.	Checking of College uniform week wise, reporting time for students, cleanliness, Medical Checkup
11	Class In-Charge	B.Pharm I-Yr Class I-Ms Aditi Puneekar. I-Yr Class II-Mr. Rokde Vijay II-Yr Class I-Snehal Bagdane II-Yr Class II-Darade Sir III-Yr Class I-Ms. Waghmare S. A. III-Yr Class II-Sharma Madam IV-Yr. - Mrs. Bhingare A.V. D.Pharm. I Yr D.Pharm-Mr. Rahul Babhad II Yr D.Pharm-Mr. Gore Sanjivani	Check on daily attendance, collection of monthly attendance report from each staff for each subject, analysis and reporting to Mr. Amol Gayake also informing to parents regarding attendance by (SMS, Letter, Phone, Whatsapps group), record for all communication, decisions for attendance short falls to academic in charge. Then academic in charge should forward it to Principal for further action. Arrange meetings for Detention of Student from Exam.
12	H.O.D.'s (UG & PG) 1. Pharmaceutics 2. Pharmacology 3. Pharmacognosy 4. Pharma. Chemistry 5. QAT	Dr. Pravin Suruse Mrs Bhingare A.V. Mrs. Sharma K.S Dr. Jadhav Prerana Dr. Kalkotwar R.S	Laboratory maintenance & development, day to day observation for experiment conduct, requirement (judicial) for chemicals and equipments, daily register completion, check on breakage, maintenance of chemicals and equipments, departmental meeting, solution for day to day problems Selection and preserving 5 best practical copies for inspection. Preparation of lab Manuals for each subject through individual subject teacher. SOP's preparation for each M/C, Laboratory time table display.
13	AICTE-Documentation	Dr. Lokesh Barde	Check on daily notification at different official sites, perception and implementation of notices, annual form fill-up and document preparation for inspections, helping
14	PCI-Documentation	Mr. Amol Gayake	

15	LIC-(University of Pune) & NAAC Documentation	Dr. Pravin Suruse(NAAC Coordinator)	to carry out the inspection. NAAC Work distribution & Documentation
16	Library	Mrs Dabhade M.P.	Call for requirement from each staff, preparation for book list, contact different vendors for book purchase, call for quotation, purchase of books , physical verification and maintenance, repairing of damaged books, check on day to day issue, binding of old journals year wise,
17	Computer In charge	Mr.Ganesh Gawali	Daily usage data, physical verification and maintenance, new requirement, contact different vendors for purchase, call for quotation, purchase of parts of computers or whole, website updates
18	Alumini meet	Mr. Kokate Shekhar	Alumina registration of final yr pass out D/B/M. Pharm. students.
19	Magazine	Dr. Kalkotwar R.S Mrs. Kavita Sharma (Hindi) Mrs. Dabhade M. P. (Marathi)	Printing of magazine yr wise, coordination with the management for last year publication, sponsor coordination for revenue generation. With the students for articles
20	Educational/ Industrial Visit	Dr. Mrs. Jadhav P.B. Mr. Walmik Jagdale	Communication with different Industries for visit and arrangement and coordination with the student for the same
21	Animal House In-charge and CPCSEA meeting	Miss. Bhingare A.V	Maintenance and record keeping as per CPCSEA animals, feed and cleanliness of AH. Contact different vendors, call for quotation , purchase of animal
22	Purchase committee	Dr. Kalkotwar R.S Mr. Bhojne Sunil	Collection of requirement and coordination with store, library, office and HOD's, coordination with the management for further action
23	NSS Officer	Mr. Amol Gayke Ms Snehal Bagdane	Arrangement of NSS camps coordination with the university as well as management.
24	Anti-Ragging	Dr. Kalkotwar R.S Dr.Mrs. Jadhav P.B. (documentation)	Strict vigilances in the college and premises. if found any one guilty proper measure should be taken. Gov. rules to be displayed and old students should be warned time to time.
25	Medicinal Garden	Mr. Palghadmal P.S.	Maintenance, new plantation, display board, coordination with the agriculture for maintenance.
26	Final year B Pharm. project In-charge	Mrs. Bhingare madam	Coordination with the student. allotment of topic and guidance, notification and display of notification, coordination with examination department
27	Maintenance & Warehouse Store In-charge	Mr. Bhojne Sunil	Observation of functioning and Maintenance of equipment and building, solution for any urgent need or requirement
28	Governing Body & CDC Meeting	Mr. Darade Ramdas Sir/ Mr. Katkade S. A.	Meeting arrangement, notification, coordination with the nominee, appointment and arrangement, Preparation of minutes of the meeting, implementation and ATR, keeping records
29	Academic & Staff Meeting	Mr. Gayke Amol U.	Meeting arrangement, notification, coordination with the nominee, appointment and arrangement, Preparation of minutes of the meeting, implementation and ATR, keeping records



30	i) Women Grievance Redressal Committee ii) Student Welfare officer	Miss. Waghmare S.A Mrs. Dabhade M.P.	Solving problems of girls in college by taking time to time meetings with girls representatives.
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Non-Teaching

Sr.no	Name	Work-Responsibilities
1	Librarian Mrs. Vaishali Dharankar	Call for requirement from each staff, preparation for book list. contact different vendors for book purchase, call for quotation. purchase of books , physical verification and maintenance, repairing of damaged books, check on day to day issue, binding of old journals year wise, issue of books to the students, entry to DIR everyday.
2	Asst. Librarian	Follow and carryout all the instruction given by Librarian. issue of books to the students, entry to DIR everyday
3	Book Lifter Kiran Salve	Issue of books to the students. lifting and arranging books to the shelf after use
4	Mr. Katkade S.K Asstt. Vijay Pawar	Keeping and maintaining the records and Office files. personal files. student details, student files. Coordination with the staffs of different committee's and body of AICTE, DTE, PCI, LIC, CPCSEA, GB, LAMB,LAC. . Preparation and giving away of all certificates as required and keeping the records of same
5.	Mrs. Jadhav Devyani	Accountancy and salary. Keeping and maintaining the records of all sorts of scholarships, maintaining files for the same. Keeping and maintaining the records of reserve student details & student files. Coordination with different related official body regarding the same. keeping and maintaining of all records related to account section, SSS of B. Pharm.
6	Ms. Pawar Madam	Keeping and maintaining the records of admission and payment details of Scholarship of each students, coordination with the student and office regarding the same. Check on daily attendance musters.
7	Establishment	Keeping coordination with Mr. Katkade S.K and Mrs.Jadhav Devyani, typing of all official matters including notices of all committees, all external affairs (like post courier and similar jobs) Receiving leave application which is accepted by academic in charge and vice principal respectively and granted by principal, keeping and maintaining the records of leave of teaching and non teaching staffs, coordination and visiting University, AICTE, DTE, PCI, LIC, CPCSEA, G B, CDC, whenever and wherever required, Service-Book, Roaster



8	Lab- Assistants	Maintaining the labs and conducting practical's as per schedule, receiving, using of chemicals and glassware's, keeping and maintaining the records of all chemical and stationary used for daily practical and exams, check on daily cleanliness of lab, maintenance of lab. Maintaining of dead stock register of related lab.
9	Lab- Attendants	Proper cleanliness of lab before and after the practical s dusting and brooming, maintenance of lab, helping Lab assistant in all respect right from the water management to cleaning of garden.
10	Peon & Wet Sweepers	Carry out the orders and requests of respective staffs and keeping coordination with the lab staffs and office staffs. Cleaning of floor, corridors, classrooms, Labs office daily, dusting and wiping of doors skirting and windows twice in a week
11	Sweepers (Contract Basis)	Cleaning of floor, corridors, classrooms, Labs office daily, dusting and wiping of doors skirting and windows twice in a week and all these should be supervised by Mr Katkade, in case any complain it should reported to Mr Katkade
12	Gardeners	Cleanliness , watering , maintenance and plantation of medicinal garden and college periphery



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