



**Bharatiya Vidya Bhavan's  
SARDAR PATEL INSTITUTE OF  
TECHNOLOGY  
(Autonomous)**

| <b>Name of the Committee :- College Development Committee</b> |   |   |
|---|---|---|
| Structure of the committee                                    |   | Composition of the committee (2018-2019)                                  |
| Chairman of the Committee                                     | Chairman of the management or his nominee ex-officio Chairperson                        | 1. Dr. Sessa Iyer   |
| Members   | Secretary of the Management or his nominee  | 2. Shri. Asif Mulla   |
|   | One head of department, to be nominated by the Principal / Head of the Institution      | 3. Dr. Y. S. Rao  |
|   | Three teachers of the college -elected(one Woman)                                       | 4. Smt. Surekha Dholay<br>5. Dr. Anant Nimkar<br>6. Shri. Hemant Vasaikar |
|   | One Non-Teaching employee-elected   | 7. <b>Smt. Kirti More</b>   |
| Members   | Four Local Members(from the fields of education, Industry, research and social service) | 8. Dr. V. B. Rokade   |
|   |   | 9. Shri. Suresh Mhatre  |
|   |   | 10. Prof. S.G. Chitale  |
|   |   | 11. Shri. Vikrant Potnis  |
| Co-ordinator  | Internal Quality Assurance Committee of the College                                     | 12. Dr. Radha Shankarmani   |
| President and Secretary of the college Students               | General Secretary   | 13. Shri. Sahil Krishnadas  |
|   | Cultural Secretary  | 14. Shri. Aalap Khanolkar   |
| Member  | Principal of the Institute  | 15. Dr. Prachi U. Gharpure  |

**Functions:**

- (a) Prepare an overall comprehensive development plan of the college regarding academic, administrative and infrastructural growth, and enable College to foster excellence in curricular, co-curricular and extra-curricular activities;
- (b) Decide about the overall teaching programmes or annual calendar of the college;
- (c) Recommend to the management about introducing new academic courses and the creation of additional teaching and administrative posts;
- (d) Take review of the self-financing courses in the college, if any, and make recommendations for their improvement;
- (e) Make specific recommendations to the management to encourage and strengthen research culture, consultancy and extension activities in the college;
- (f) Make specific recommendations to the management to foster academic



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collaborations to strengthen teaching and research;

- (g) Make specific recommendations to the management to encourage the use of information and communication technology in teaching and learning process;
- (h) Make specific recommendations regarding the improvement in teaching and suitable training programmes for the employees of the college;
- (i) Prepare the annual financial estimates (budget) and financial statements of the college or institution and recommend the same to the management for approval ;
- (j) Formulate proposals of new expenditure not provided for in the annual financial estimates (budget);
- (k) Make recommendations regarding the students' and employees' welfare activities in the college or institution;
- (l) Discuss the reports of the Internal Quality Assurance Committee and make suitable recommendations;
- (m) Frame suitable admissions procedure for different programmes by following the statutory norms;
- (n) Plan major annual events in the college, such as annual day, sports events, cultural events, etc ;
- (o) Recommend the administration about appropriate steps to be taken regarding the discipline, safety and security issues of the college or institution;
- (p) Consider and make appropriate recommendations on inspection reports, local inquiry reports, audit report, report of National Assessment and Accreditation Council, etc. ;
- (q) Recommend the distribution of different prizes, medals and awards to the students.
- (r) Prepare the annual report on the work done by committee for the year ending on the 30th June and submit the same to the management of such college and the university;
- (s) Perform such other duties and exercise such other powers as may be entrusted by the management and the university.