Mahatma Gandhi Shikshan Mandal's
Smt. Sharadchandrika Suresh Patil Institute of Technology,
(D.Pharmacy)
Chopda Dist. Jalgaon. (M.S) -425107
☎(02586) 220500 (O), 220700 ( R)Fax (02586)220500
PCI Affilation letter No. 60/FCI/961
Email :dpharmacychopda@gmail.com

Ref :-D.Pharm/ Students Comm./2025-26/ADC/118 Date :- 03/07/25

**Constitution Date: 03/07/2025**

# Office Order

## ANTI RAGGING COMMITTEE (AY- 2025-26)

In compliance to the notification issued by AICTE dated 1/7/2009 and UCG regulation curbing the menace of ragging in higher educational institution 2009 ref no. F,1-16/2007 (CPP –II) dated 17/6 /2009 the college has constituted anti-ragging cell to curb the act of ragging in the college.

| SR. NO. | NAME | DESIGNATION | MOBILE | EMAIL ID |
|---|---|---|---|---|
| 1. | Prof. P.U. Valvi | Chairman | 9765136688 | pankajvalvi@gmail.com |
| 2. | Prof.A. P. Chaudhari | Co-ordinator | 8208227678 | apc8620@gmail.com |
| 3. | Mr. Kisanrao Patil | Police Inspector | | dpharmacychopda@gmail.com |
| 4. | Mr. S.R. Sonawane | Media Representative | 9822037711 | dpharmacychopda@gmail.com |
| 5. | Prof. P. V. Sapkale | Member | 9970991877 | prabodhsapkale@gmail.com |
| 6. | Mr. S.A.Salunkhe | Member | 9545884022 | sasalunkhe2011@gmail.com |
| 7. | Mr. V.H. Patil | (Rector Boys Hostel) | 9049497937 | dpharmacychopda@gmail.com |
| 8. | Mrs. Nisha Patil | (Rector Girls Hostel) | 02586220170 | dpharmacychopda@gmail.com |
| 9. | Mr. Prem Chopde | SY Student | 8668455744 | Premchopde909@gmail.com |
| 10 | Miss. Priyanka Bhalkar | SY Student | 8767998833 | priyankabhalkar@gmail.com |
| 11 | Admission Awaited | FY Student | | |
| 12 | Admission Awaited | FY Student | | |

**Role of anti ragging committee:**

1. To ensure compliance with the provision of above mentioned regulations, we act promptly with the incidents of ragging.

2. To keep continuous monitoring on the events related to ragging in campus or off- campus.

Mahatma Gandhi Shikshan Mandal's
Smt. Sharadchandrika Suresh Patil Institute of Technology,
(D.Pharmacy)
Chopda Dist. Jalgaon. (M.S) -425107
☎(02586) 220500 (O), 220700 ( R)Fax (02586)220500
PCI Affilation letter No. 60/FCI/961
Email :dpharmacychopda@gmail.com

Ref :-D.Pharm/ Students Comm./2025-26/ADC/ Date :-

3.To be vigilant at all hours including at odd hours all around the campus and other places vulnerable to incidents of, and having the potential of, ragging and shall be empowered to inspect such places.

4. To conduct anonymous random surveys among fresher to check whether the campus is indeed free from ragging.

5. To conduct on the spot enquiry into any incident of ragging referred to it by the head of institution or any other member of the faculty or any other member of staff, or any parent, as the case may be, and the enquiry report along with the recommendation shall be submitted to the anti-ragging cell for action under clause of regulation 9.1 of UGC.

6. To bring sufficient awareness by displaying boards written with legal consequences and punishment under anti-ragging act. A helpline number suggested by UGC should be mentioned on the notice board to be displayed in corridors of the college, in front of administrative office, all class rooms, boys and girls common rooms and in front of the college.

P. U. Valvi
PRINCIPAL
Smt. S.S.P.S. Institute
of Technology (D.Pharmacy)
Chopda, Dist. Jalgaon

Mahatma Gandhi Shikshan Mandal's
Smt. Sharadchandrika Suresh Patil Institute of Technology,
(D.Pharmacy)
Chopda Dist. Jalgaon. (M.S) -425107
☎(02586) 220500 (O), 220700 ( R)Fax (02586)220500
PCI Affilation letter No. 60/FCI/961
Email :dpharmacychopda@gmail.com

Ref :-D.Pharm/ Students Comm./2025-26/ADC/120 Date :- 02/07/2025

**Constitution Date: 03/07/2025**
02/07/2025

## Office Order

### ANTI DISCRIMINATION COMMITTEE (AY-2023-24)

| SR NO | NAME | DESIGNATION | MOBILE | EMAIL ID |
|---|---|---|---|---|
| 1 | Prof. P.U. Valvi | Chairman | 9765136688 | pankajvalvi@gmail.com |
| 2 | Prof. A. P. Chaudhari | Co-ordinator | 8208227678 | apc8620@gmail.com |
| 3 | Prof. P.V. Sapkale | Member | 9970991877 | prabodhsapakale@gmail.com |
| 4 | Mr. S.B. Wagh | Member | 9673320004 | wshekhar79@gmail.com |
| 5 | Mr. Malak Anas | SY Student | 9322552464 | anasmalak@gmail.com |
| 6 | Ms. Abhishek Daware | SY Student | 9503357490 | Abhishekh256@gmail.com |
| 7 | Admission Awaited | FY Student | | |
| 8 | Admission Awaited | FY Student | | |

PRINCIPAL
Smt. S.S. Patil Institute
of Technology,( D.Pharmacy)
Chopda,Dist- Jalgaon

Mahatma Gandhi Shikshan Mandal's
Smt. Sharadchandrika Suresh Patil Institute of Technology,
(D.Pharmacy)
Chopda Dist. Jalgaon. (M.S) -425107
☎(02586) 220500 (O), 220700 ( R)Fax (02586)220500
PCI Affilation letter No. 60/FCI/961
Email :dpharmacychopda@gmail.com

Ref :-D.Pharm/ Students Comm./2025-26/ADC/119 Date :- 03/07/25

**Constitution Date: 03/07/2025**

## Office Order

### GENDER HARASSMENT COMMITTEE (AY- 2025-26)

The college has established Internal Complaint Committee to resolve and monitor the complaints related to gender sensitization, prevention and prohibition of sexual harassment of women employees and students and redressal of grievances. The committee is constituted as per the Section 4 of All India Council for Technical Education Regulations, 2016 vide No F. AICTE/WH/2016/01 dated 10th June, 2016. The composition is as under.

| SR NO | NAME | DESIGNATION | MOBILE | EMAIL ID |
|---|---|---|---|---|
| 1. | Prof. P.U. Valvi | Chairman | 9765136688 | pankajvalvi@gmail.com |
| 2. | Prof. P.V. Sapkale | Co-ordinator | 9970991877 | prabodhsapakale@gmail.com |
| 3. | Prof A. P. Chaudhari | Member | 8208227678 | apc8620@gmail.com |
| 4. | Mr. S. B. Wagh | Member | 9673320004 | sbw004@gmail.com |
| 5. | Mr. Gaurav Deshmukh | Student | 7841015887 | deshmukhgd@gmail.com |
| 6. | Ms. Biswa Sunami | Student | 9309496221 | Sunamibiswa12@gmail.com |

**Procedure for Complaint:**

A complaint box has been kept in the library for collecting the complaints. Any women or girl student who wants to file a complaint can do by either sending an email to members of the committee or file written or signed complaint addressed to the chairperson of the committee.

In case of sexual harassment the complaint shall include the specific nature of the incident, date and the place of the incident, name of all parties involved as well as a detailed report of all pertinent facts.

Mahatma Gandhi Shikshan Mandal's
Smt. Sharadchandrika Suresh Patil Institute of Technology,
(D.Pharmacy)
Chopda Dist. Jalgaon. (M.S) -425107
☎(02586) 220500 (O), 220700 ( R)Fax (02586)220500
PCI Affilation letter No. 60/FCI/961
Email :dpharmacychopda@gmail.com

Ref :-D.Pharm/ Students Comm./2025-26/ADC/ Date :-

A member who feels that he or she has been harassed can strongly urge to bring the subject immediately to the attention of a member of the steering committee. Inquiries and/or complaints will be investigated as quickly as possible. Any investigation will be conducted in confidential manner with a thorough investigation of the complaints.

P. U. Valvi
PRINCIPAL
Smt. Sharadchandrika Suresh Patil Institute of Technology (D.Pharmacy)
Chopda, Dist. Jalgaon

Mahatma Gandhi Shikshan Mandal's
Smt. Sharadchandrika Suresh Patil Institute of Technology,
(D.Pharmacy)
Chopda Dist. Jalgaon. (M.S) -425107
☎(02586) 220500 (O), 220700 ( R)Fax (02586)220500
PCI Affilation letter No. 60/FCI/961
Email :dpharmacychopda@gmail.com

Ref :-D.Pharm/ Students Comm./2025-26/ADC/121 Date :- 03/07/25

# Training and Placement Cell AY-2025-26

**ANNEXURE "A"**

**BROADER GUIDELINES FOR CONSTITUTION OF "CAREER GUIDANCE, COUNSELLING AND PLACEMENT CELL"**

The Cell shall ensure that there will be a platform in every college to address the problems of the students for providing guidance about the career and counseling from time to time. This cell will be named as **"CAREER GUIDANCE, COUNSELLING AND PLACEMENT CELL".** These guidelines are general in nature. However, the "Career Guidance, Counseling & Placement Cell" may include more activities to provide better inputs to the students. All these guidelines shall be the part of prospectus, and regular reports of the activities undertaken by the committees shall be reported to the "Career Guidance, Counseling and Placement Cell" periodically.

**CONSTITUTION:**

The Constitution of Placement and Career Guidance Cell is as under:

| Sr. No. | Name | Designation |
|---|---|---|
| 1. | Shri. P. U. Valvi | Chairman and Chief-Coordinator |
| 2. | Shri. A. P. Chaudhari | Member |
| 3. | Shri. P.V. Sapkale | Member |
| 4. | Mr. Mukesh Nemade | Member |
| 5. | Miss. Sumit Kabra | Member |

Mahatma Gandhi Shikshan Mandal's
Smt. Sharadchandrika Suresh Patil Institute of Technology,
(D.Pharmacy)
Chopda Dist. Jalgaon. (M.S) -425107
☎(02586) 220500 (O), 220700 ( R)Fax (02586)220500
PCI Affilation letter No. 60/FCI/961
Email :dpharmacychopda@gmail.com

Ref :-D.Pharm/ Students Comm./2025-26/ADC/ Date :-

**ACTION PLAN FOR THE "CAREER GUIDANCE, COUNSELLING AND PLACEMENT CELL"**

**1. Pre-Admission Guidance & Counseling**

Counseling and guidance must be given at pre-admission level particularly in the section of Humanity Group. Pre-admission guidance will be for the 1st year students. There must be a Pre-Counseling and Guidance Committee at College level as per the availability of staff in which all stream faculty members may be included.

**2. Self Assessment of students and raising the level of inherent capability**

To make the students comfortable and bring forth their inherent capabilities, the counseling and guidance must be given to the students in the beginning through various measures viz. tutorials, organizing competitions, group discussion, interactive sessions, e-learning, library usage etc. It is desirable that adequate opportunities may be given to the new entrants i.e. for the 1st year students so that they shed their inhibitions, if any, and in the process the level of their self confidence is also raised.

**3. Development of Communication Skills and Soft Skills**

It will be mandatory for all the committees that programmes may be organized to enhance the Soft Skills of the students. Efforts may also be made to improve the Communication Skills of the students through various measures. The Language Labs of the nearby Colleges/institutions, wherever possible, can be utilized for the purpose. It is desired that equal weightage be given to the students of all classes. This exercise be done with a purpose of making the students confident enough to face any interviews/Group Discussions & other such challenges.

**4. Guidance/Awareness about opportunities for Higher Education/ Competitive Exams and Jobs**

The students may be given awareness about the prospects of higher education in their future. They may be made aware about the job opportunities available in their stream/subject in the market/industry. Since there are more subjects in the Humanity Group therefore, Group Combination can be formed for common subjects in the following manner for providing them insight into the opportunities available in a particular field/subject etc.:-

(a) Languages.

(b) Social Sciences.

(c) Practical oriented subjects.

Mahatma Gandhi Shikshan Mandal's
Smt. Sharadchandrika Suresh Patil Institute of Technology,
(D.Pharmacy)
Chopda Dist. Jalgaon. (M.S) -425107
☎(02586) 220500 (O), 220700 ( R)Fax (02586)220500
PCI Affilation letter No. 60/FCI/961
Email :dpharmacychopda@gmail.com

Ref :-D.Pharm/ Students Comm./2025-26/ADC/ Date :-

Competitive Awareness may also be given to the students. The students may be made aware about usage of library, e-learning, use of website, e-journals etc. Due consideration may be given to the fact that all students are made aware of different competitive exams after the degrees to shape their future course of action.

**5. Placement Opportunities :-**

The cell shall have an important role and it will facilitate the students of outgoing classes. The "Career Guidance, Counseling and Placement Cell" shall examine the requests of the companies/private firms approaching the college for arranging campus for placement/job programmes/tests/interviews etc. The real authenticity of companies/private firms shall be checked by the Principal so that the students may not be exploited at any later date.

**6. Feed back:-**

It will be the responsibility of the "Career Guidance and Counseling Cell" that proper record and detail of the students offered job/placement in the job programme/campus placement will be kept. Regular feedback from the students provided job/placement may also be taken, so that the good or bad experiences may be taken care of for future planning; & **this Year-wise placement record shall have to be submitted to the office by the cell at the end of the session.**

As already explained, these directions are general in nature. However, the "Career Guidance, Counseling and Placement Cell" may include more activities to provide better inputs to the students. All these guidelines shall be the part of prospectus, and regular reports of the activities undertaken by the committees shall be reported to the "Career Guidance, Counseling and Placement Cell".

P. U. Valvi
PRINCIPAL
Smt. S.S.Patil Institute
of Technology,( D.Pharmacy)
Chopda,Dist- Jalgaon