



Prof. Dr. Tanaji Sawant
B.E.(Elect.), PGDM, Ph.D
FOUNDER SECRETARY

Dr. Manohar Karade
Ph.D., UGC-SET, MBA-HRM
M.A.-ENG, B.Ed, DIT
Incharge Director

Date: 15.05.2022

HEI Undertaking

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Institute has ensured the effective leadership in institutional practices such as decentralization and participative management and which is visible through participation of stakeholders. The Institute has GB, CDC, IQAC and other committees fully functional to show the visibility of participation. Teaching, non-teaching staff, students, alumni, employers etc. actively involved, Hence the Decentralisation has ensured.

Practice-1: Academic Year Preparation in terms of Academic Calendar & Activity Planner, Budget etc.:

Institute prepares academic planning with support of all stakeholders. The Director receives inputs from GB, CDC and IQAC, staff and students regarding Academic Activities. Based on these inputs, Academic Calendar Activity Planner are prepared by HOD and IQAC in support of various coordinators of the activities of all the curricular, co-curricular, extra-curricular and extension activities to be conducted along with allocation of activity coordinators.

Practice-2: Decentralisation and Participation:

Jayawant Knowledge Series initiated for student and staff development wherein the decentralisation and participative management has taken at par. Thus, The effective leadership is visible in various institutional practices through deployment of various duties and responsibilities.

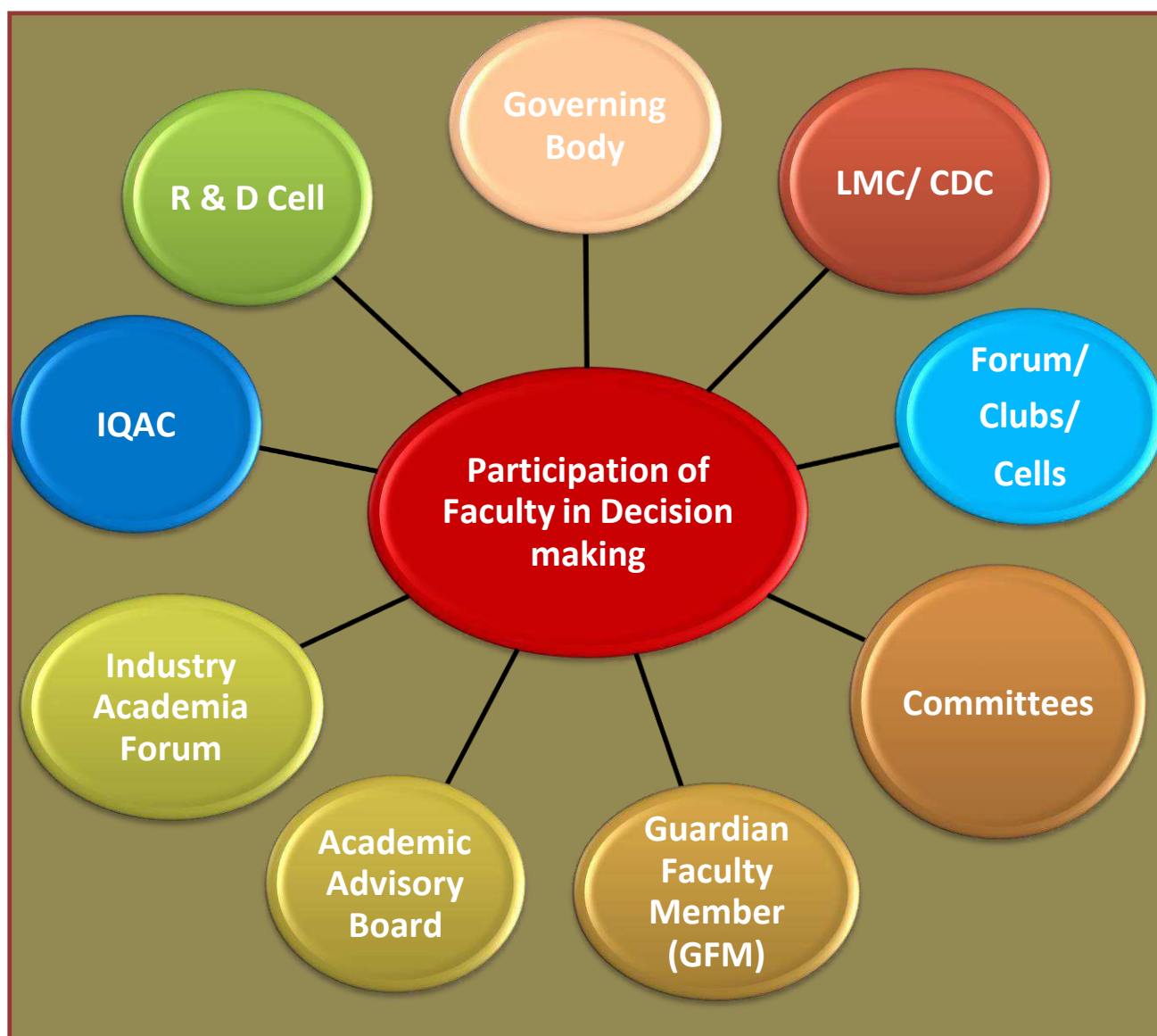
The participation has taken in terms of;

- 1) Event Coordinators & Student Council and Event Committees**
- 2) Approval along with Budget Preparation**
- 3) Formation of Committees**


Dr. Manohar Karade
DIRECTOR
J. S. P. M.'S
Jayawant Rao Sawant Institute
Of Management & Research
Hadapsar, Pune - 411 028



PARTICIPATION OF TEACHERS IN DECISION MAKING BODIES



Committees, Forums, Cells, Clubs (2021-22)

The institution conducts various co-curricular activities that allow the students to build up their qualities of leadership, organization, administration and social service.

Various committees are formed in the College for the smooth and efficient management of activities. It Also gives the opportunity to the faculty to grow and develop in their extracurricular activity/field and administrative skills. The committees are constituted by the director in consultation with HODs for one Academic year or until new committees are constituted.

There are different Clubs, cells, forums, and committees headed by faculties that organize a variety of programmes for the all-round personality development of students. The director of the institute Functions as the ex-officio chairman of all the committees.

The following Committees are hereby constituted to organize academic, co-curricular and extra-curricular activities during the Academic Year 2021-22.

Procedure to Constitute Committees:

The procedure followed for constituting a committee is as follows: a) a notice is circulated among the faculty inviting their choice of preference of committee. If the preference made by the faculty is found suitable by the team (Director, IQAC Head and HOD) they approve the same in consultation with The Director. In case of any tie or any mismatch, the team reassigns the staff member. b) However, for sufficient reasons the Director along with the HOD may appoint faculty to various committees with the Approval of the Director.

Institute has formed various committees, cells and forums which organizes the activities on regular basis. **There are total 3 Governing bodies, 21 committees, 6 Cells, 2 clubs, 8 forums.** The list of Committees, cells and forums is given below.

List of Governing Bodies

Sr. No.	Name of Governing Body
1	Governing Body (GB)
2	Local Managing Committee(LMC) /College Development Committee (CDC)
3	Academic Advisory Board

List of various committees formed in the institute.

Sr. No.	Name of Committee
1	Admission Committee
2	Infrastructure maintenance and Development Committee
3	Canteen & Hostel Committee
4	Library Committee
5	Anti-Ragging Committee
6	Examination Committee
7	Academic Monitoring Committee
8	Placement Committee
9	CSR & Extension activities Committee
10	Cultural & Sports Committee
11	Staff Welfare Committee
12	Student Welfare Committee
13	Finance Committee
14	Discipline & Anti Ragging Committee
15	Internal Complaint Committee
16	Students Grievance Redressal Committee
17	Students Council
18	Industrial Visit & Field Visit Committee
19	Women Grievance Committee/Internal Complaint Committee
20	Information Communication Technology Committee
21	Students Grievance Committee

List of Cells formed in the institute

Sr. No.	Cell
1	Internal Quality Assurance Cell (IQAC)
2	Training & Placement Cell (T & P Cell)
3	Alumni Association /Alumni Cell
4	Research and Development Cell (R & D Cell)
5	Entrepreneurship Development Cell (ED Cell)
6	SC/ST/OBC/Minority Cell

List of Clubs formed in the Institute

Sr. No.	Club
1	Synergy Club
2	Chatur Chanakya Club

List of Forums formed in the institute

Sr. No.	Forums
1	Industry Academia Forum
2	General Management Forum
3	Finance Forum
4	Marketing Forum
5	HR Forum
6	IT Forum
7	Operations & Supply Chain
8	IB Forum

Governing Body

LIST OF GOVERNING BODY (2021-2022)

Sr. No	Name of Member	Nature of Association with the Promoting Body
1	Prof. T. J. Sawant	Chairman
2	Dr. Manohar Karade	Director & Member Secretary
3	Dr.B.S.Sawant	Dean, Shivaji University
4	WRO-Ex-Officio	AICTE Nominee (WRO-Ex-Officio)
5	Dr. S.K.Mahajan	Nominee, DTE Maharashtra
6	Dr.B.V.Sanghvikar	Nominee, SPPU
7	Dr. S.K.Sawant	Member JSPM
8	Dr. R.S.Joshi	Member JSPM
9	Dr.V.A.Bugade	Member JSPM
10	CA Prem Patil	Member JSPM
11	Mr.Rajendra Singh Thakur	Industrialist/Employee
12	Mr. Suresh Raina	Industrialist/Employee
13	Prof. Reuben Umap	Assistant Professor & Member

Roles and Responsibilities:

- The Governing body of the institute has been constituted as per the affiliating university, UGC and AICTE, New Delhi, India. The main objective of the Governing body is to offer transparent and effective governance in building and developing the institution, taking the confidence of stakeholders.
- To approve the mission and strategic vision of the institution
- To ensure the establishment and monitoring of proper, effective and efficient systems of control and accountability
- To Monitor Institutional Performance and Quality Assurance Arrangements
- To put in place suitable arrangements for monitoring the performance of managerial and administrative positions
- Openness and transparency in the operation of governing bodies
- To promote of transparency and openness at every level
- To pass the resolutions made by the management council viz. Local Management committee/College Development Committee
- Take strategic policy decisions related to expansion, recruitment, HR policies related to promotion and appraisal, various policies with respect to academic excellence, research and entrepreneurship are been decided in the Governing body meeting
- All the major financial transactions are analyzed and verified by the governing body under different heads like research & development, training, library, furniture, equipment & repair and maintenance
- Governing body reviews and approves the proposal and forwards the proposal to the Chairman/Secretary (Management)

Local Managing Committee (2021-22)

Sr. No	Name of Member	Nature of Association with the Promoting Body
1	Hon'ble Prof. Tanaji J. Sawant	Chairman
2	WRO-Ex-Officio	AICTE Nominee (WRO-Ex-Officio)
3	Dr. D. R. Nandanwar	DTE Nominee
4	Dr.E.B.Khedkar	SPPU Nominee
5	Dr. M.M. Puri	Member JSPM
6	Dr. R.S. Joshi	Member JSPM
7	Dr.V.A.Bugade	Member JSPM
8	Dr.Sanjay Sawant	Member JSPM
9	Dr. Manohar Karade	Director & Member
10	Prof. Reuben Umap	Assistant Professor & Member

- 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
- Decide about the overall teaching programmers or annual calendar of the college
- Recommend to the management about introducing new academic courses
- Make specific recommendations to the management to encourage and strengthen research culture, consultancy and extension activities in the college
- Foster academic collaborations to strengthen teaching and research ;
- Make specific recommendations regarding the improvement in teaching and suitable training programmers for the employees of the college
- Prepare the annual financial estimates (budget) and financial statements of the college
- Make recommendations regarding the students' and employees' welfare activities in the College or institution
- Discuss the reports of the Internal Quality Assurance Committee and make suitable recommendations

- Plan major annual events in the college, such as annual day, sports events, cultural events, Etc.
- Consider and make appropriate recommendations on inspection reports, local inquiry reports,
- audit report, report of National Assessment and Accreditation Council, etc.;

College Development Committee (CDC) (2021-22)

Sr.No.	Name	Designation
1	Prof.T.J.Sawant	Chairperson of Management
2	Dr.R.S Joshi	Secretary
3	Prof. Umesh Nath	Head of Department
4	1. Prof. Reuben Umap 2. Prof. Pradnya Kulkarni	Two Teachers Representative
5	Mrs. Anita Kamble	Non-teaching Representative
6	1. Dr. M. S. Kadam 2. Dr.V.A.Bugade 3. Mr.Rajkumar Kalbhor	Three Local Members
7	Mr. Aniket Bhosale	Alumni Representative
8	Dr. Kalpana Lodha	Coordinator , Internal Quality Assurance Cell
9	Mr. Gaurav Kolte Ms. Aishwarya Dhurgude	Student Council - President Student Council - Secretary
10	Dr. Manohar Karade, Director -JSIMR	Member Secretary
	Total Members	15

- 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
- Decide about the overall teaching programs or annual calendar of the college
- Recommend to the management about introducing new academic courses

- Make specific recommendations to the management to encourage and strengthen research Culture, consultancy and extension activities in the college
- Foster academic collaborations to strengthen teaching and research ;
- Make specific recommendations regarding the improvement in teaching and suitable training Programs for the employees of the college
- Prepare the annual financial estimates (budget) and financial statements of the college
- Make recommendations regarding the students' and employees' welfare activities in the College or institution
- Discuss the reports of the Internal Quality Assurance Committee and make suitable recommendations
- Plan major annual events in the college, such as annual day, sports events, cultural events, Etc.
- Consider and make appropriate recommendations on inspection reports, local inquiry reports, audit report, report of National Assessment and Accreditation Council, etc.

Academic Advisory Board

ACADEMIC ADVISORY BOARD AND INDUSTRY ACADEMIA FORUM

Sr.No.	Name of the Member	Designation	Company Name
1	Mr. Ramesh Raina	CEO	Eicher Group
2	Mr. Manoj Menon	Vice President, Operations	O Hotel
3	Mr. Girish Telang	Founder & CEO	Pharma Focus
4	Dr. Milind Marathe	Director	Director, IIMS, Pimpri Chinchwad
5	Mr. Milind Patange	Vice President, Sales	VTP Reality
6	Mr. Rajendra Singh Thakur	Assistant GM,(Finance)	Times of India

7	Dr.D.B.Bharati	Director	Rajgad Institute of Management, Research & Development, Dhankawadi, Pune Ex. BOS(Finance) Savitribai Phule Pune University
8	Mr.Avdhoot Barade	Owner/Entrepreneur	Vtrans India Pvt.Ltd.
9	Mr.Pratik Pawar	Accountant	Repco Finance
10	Mrs. CMA Sukhada Bhalerao	Cost Accountant	Sukhada Bhalerao & Associates
11	Dr.Anand Dadas	Director	Neville Wadia Institute of Management Studies and Research
12	Ms.Poonam Kulkarni	HR Head	IBM, Pune
13	Mr.Nitin Bhosale	Training Department Head	Universal Construction Machinery & equipment Ltd
14	Mr.Huzefa Wapra	Sr.Executive, Talent Acquisition	Cybage Software Pvt.Ltd.
15	Mr.Kedar Patki	Vice President Business Development CMO,	Aeropure UV Systems Pvt. Ltd.
16	Mrs.Archana Gokhale	HR Manager & Owner	Raavi Services, Pune
17	Mr.Atul Tupe	HR Manager	Mvendors Pvt.Ltd.
18	Mr.Sunil Mali	Owner/Entrepreneur	Haze Busting Consultancy
19	Ms.Anuradha Iyer	Lead Recruiter	IBM, Pune
20	Ms.Suwarna Pilla	HR Head	Cognizant
21	Mr.Deepak Shikarpur	Technopreneur, Director	IT ventures Autoline Design Software Pvt Ltd, and Seed Infotech Ltd.
22	Mr. Pritam Salavi	Director	Oracle Corp

23	Mr.Dnyaneshwar Aghav	CEO and Founder	Net Gyani IT Services Private Limited Pune , India
24	Mr.Mohan Shete	Sr.Manager, Quality Assurance & Control	Thermax Engineering Pvt Ltd , Chinchwad
25	Mr. Ravindra Domale	Founder/Owner	Raavi Enterprises& Secure SecurityServices ,Pune
26	Dr.E.B.Khedkar	Vice Chancellor	Ajinkya D.Y.Patil University
27	Dr.Prafulla Pawar	Registrar	Savitribai Phule Pune University
28	Mr.Suresh Umap	Regional Head	Maharashtra Centre for Entrepreneurship Development (MCED)
29	Mr.Rajkumar Kalbhor	Honorary Founder	Tejswini Foudation
30	Mr.Viraj Kaire	Owner	Vishwakamal Restaurant
31	Col.Suresh Patil	Founder/Owner	Green Thumb Initiative
32	Mr.Sarang Patil	General Manager	Indian Express
33	Mr.Mahadev Kharade	Sr.Manager	Tata Capital
34	Mr.Dyanesh Sarang	Strategic Resource for Microsoft	Microsoft Corporations
35	Mr.Siddharth Mitta	HR Manager	Suzlon Energy Ltd.
36	Mr.Ketan Kulkarni	Dy.General Manager	Garware Wall Ropes
37	Mr.Ashish Zagade	General Manager	Ace Kudale Car Pvt.Ltd.
38	Dr.Manik Kadam	Professor	Alard Institute of Management & Research
39	Mr.Harshad Kugaonkar	Franchisee Director	NIFM

- To monitor and advice for Industry Institute Interactions and academic improvement
- To help in building a mutually beneficial knowledge exchange relationship between institute and industry

- To give inputs to meet the diverse needs, expectations of the industry from various Management specializations.
- To guide on various consultancy research projects and to have direct industry exposure to Students and faculty.
- To have partnerships with National and International Business Bodies, Chambers and Universities.
- Give feedback on Curriculum design and implementation for MBA program
- To help in placement and SIP activity
- To attend the meetings of Industry Academia Forum and Academic Advisory Board

Admission Committee

Chairman-Dr. Manohar Karade

Coordinator-Prof. Pradnya Kulkarni

Faculty Member-Prof. Reuben Umap

Faculty Member- Prof. Umesh Nath

Roles and Responsibilities:

1. To ensure implementation of Admission norms prescribed by competent authorities viz. AICTE/DTE/AMMI/ University
2. Assistance for the admissions of the students; complete support system for the admission process.
3. To collect material from each forums and clubs and incorporate in the admission Prospectus
4. To finalise College Prospectus & Admission Form for every academic year
5. To assist the students and to interact with the parents during admissions for each academic Year
6. Counseling any other assistance to the candidate for Admission process
7. Providing complete information of admission process to candidates
8. To provide proper College Identity Cards to the students after the reopening of the College for the academic year

9. To look after Facilitation center and coordinate the activity of document verification.
10. Report to the director

College Infrastructure Maintenance & Development Committee

Chairperson: Dr. Manohar Karade

Management Member-Dr.V.A.Bugade

Coordinator: Prof. Reuben Umap

Faculty Member: Prof. Umesh Nath

Faculty Member: Prof. Pradnya Kulkarni

Roles and Responsibilities:

1. To plan proper utilization of resources and do careful funds management.
2. To suggest measures for the safety, development and maintenance of old college infrastructure.
3. To ensure optimal use of the college resources, get defective gadgets/furniture repaired.
4. To suggest measures to dispose of outdated and unusable items.
5. To be in charge of the AV systems, LCD, Copier Machines, Laptops etc.
6. To decide infrastructure requirement in consultation with Director of the institute

Information Communication & Technology Committee

Coordinator -Prof. Reuben Umap

Faculty Representative-Prof. Umesh Nath

Librarian – Prof. Amol Marade

Responsibilities of ICT Committee:

1. To encourage to use computer lab for enhancing their knowledge.
2. To ensure uninterrupted functioning of computers in the Computer Lab.
3. To ensure discipline in Computer Lab.

4. To provide lab facility on time to conduct online examination, campus recruitment, Training etc. to faculty & students
5. To finalise Annual Maintenance Contract (AMC)
6. To look after computer networking problem, printer problem and resolve the issues.
7. To generate the requirement for computer peripherals of the computer lab and give it to infrastructure committee
8. To maintain dead stock register of the computer lab.
9. To co-ordinate the development of college website with the vendor
10. Get the requirement of changes from all faculty related events, photos, reports and Coordinate with vendor for upload on the website.
11. To ensure that website is updated on regular basis.
12. Any other matter concerning the website i.e. comparative statement, negotiations, Payment etc.
13. To ensure that all NAAC related links and uploads are available on website.

Canteen/Hostel Committee

Chairperson: Prof. Umesh Nath
Student Member- Ms. Aishwarya Chavan

Roles and Responsibilities:

1. To see that the Canteen services to students / staff are good.
2. To instruct staff on maintaining hygienic practices in the canteen.
3. To check the quality of food services and give suggestions
4. To check whether proper hostel services and facilities are available to students
5. To instruct staff on maintaining hygienic practices in the hostel

Discipline & Anti-Ragging Committee

According to AICTE requirement Anti-Ragging Committee for the year 2021-22 has been formed as follows:-

Sr.No.	Name of the member	Designation
1	Dr. Manohar Karade	Chairman-Director
2	Prof. Umesh Nath	Member-Faculty representative
3	Prof. Reuben Umap	Member-Faculty representative
4	Mrs. Rupali Mali, Assistant Police Inspector, Crime Branch, Pune	Member-Police representative
5	Dr. Archana Seth, Gynecologist - Noble Polyclinic, Pune	Member Social Representative
6	Prof. Yashwant Dhawan Martial Arts Expert	Member-Local Media
7	Mr. Narayan Yadav	Member-Representative of Parents
8	Ms. Ashawary Chavan	Member-Representative of fresher Student
9	Ms. Radha Polishi	Member-Representative of Senior Student
10	Mrs. Anita Kamble	Member-Representative of non-teaching.

According to AICTE requirement Anti-Ragging Squad for the year 2021-22 has been formed as follows:-

Sr.No.	Name of the member	Designation
1	Dr. Manohar Karade	Chairman-Director
2	Prof. Umesh Nath	Member-Faculty representative
3	Prof. Reuben Umap	Member-Faculty representative
4	Mrs. Karishma Gore	Member-Representative of non-teaching.
5	Mrs. Anita Kamble	Member-Representative of non-teaching

Roles and Responsibilities:

1. To ensure overall disciplined environment in the college.
2. To initiate timely action against erring students.
3. To sensitize students about the evils of ragging and its prevention of the same in the college campus.
4. To address complaints about ragging as per the Govt. and University procedures.
5. To uphold and comply with the directions of the Hon'ble Supreme Court and be vigilant on any acts amounting to ragging;

6. To publicize to all students and prevalent directives and the actions that can be taken against Those indulging in ragging;
7. To consider the complaints received from the students and conduct enquiry and submit report To the Anti- Ragging Committee along with punishment recommended for the offenders;
8. Oversee the procedure of obtaining undertaking from the students in accordance with the provisions;
9. The Anti-Ragging Committee of the Institute shall promptly conduct a preliminary on the spot enquiry and collect details of the incident as available prima facie. The preliminary investigation/details of the incident shall be immediately brought to the notice of the Chairman of the Institute. The activity shall be completed, at the most, within twenty hours of receipt of information.
10. Conduct workshops against ragging menace and orient the students;
11. To provide students the information pertaining to contact address and telephone numbers of the person(s) identified to receive complaints/distress calls;
12. To offer services of counselling and create awareness to the students;
13. To take all necessary measures for prevention of Ragging inside the Campus/ Hostels.



Library Committee

Chairman-Dr. Manohar Karade

Prof. Ruben Umap-Member

Librarian Mr. Amol Marade

Ms. Aishwarya Dhurgude -Student Member

Mr. Gaurav Kolte -Student Member

Roles and Responsibilities:

- 1) To advise the Library staff for proper up-keep of the library
- 2) To suggest measures to maintain the sanctity of the Library and to attend to the Readers 'grievances
- 3) To organize book week, book talks, book displays on special occasions
- 4) To advise and help in computerization of library
- 5) To acquire books for the book bank and to distribute to the deserving students
- 6) To conduct competitions for literary events like debates, elocutions and so on within the college
- 7) To order new books and journals as per the requirement.
- 8) To display notices regarding inter and intra literary events
- 9) To publish magazine/ Journal every academic year
- 10) To encourage students to attend literary events outside college
- 11) To order books journals and magazines and periodicals
- 12) renew the subscription of journals and magazines and periodicals.
- 13) Any other duties the Director / Director may assign

Finance Committee

Chairman-Dr. Manohar Karade
Member-Prof. Reuben Umap
Member-Prof. Umesh Nath
Student Member-Mr. Sudarshan Golde

Responsibilities of Finance committee:

- To seek all major and minor expenditure proposals from different committees, analyze them, establish the priorities and forward a tentative budget to Governing Body in time
- Preparation of budget estimates relating to income from fees and other sources in Coordination with Internal auditor
- To prepare a detailed plan of expenditure for day to day running of the Institution
- To mobilize resources through donations from society, through funding agencies
- Under various schemes, etc.
- To ensure the utilization of budget for resource mobilization of the institute
- Preparation of expense sheet and relevant documents related to activity/event.
- To conduct the event audit and internal audit
- Coordinate with JSPM Corporate office for audit purpose

Cultural and Sports Committee

Chairman- Prof. Reuben Umap

Faculty Member-Prof. Pradnya Kulkarni

Faculty Member-Prof. Umesh Nath

Student Member-Mr. Gaurav Kolte

Student Member-Mr. Bhavarath Dumbre

Student Member-Ms. Asmita Tilekar

Student Member-Ms. Alisha Solankar

Roles and Responsibilities:

- a) The Cultural and sports committee shall be responsible for all intra and inter collegiate cultural and sports events in the College.
- b) To plan and schedule cultural and sports events for the academic year. (Tentative dates to be included in the academic calendar of the institute.)
- c) To arrange for sports equipment for students and inform to purchase committee for same
- d) The Coordinator of the committee shall conduct a meeting of the committee to discuss and delegate tasks.
- e) Procedure to organize cultural events:
- f) To prepare the Annual Budget for various cultural events.
- g) To obtain formal permission from the College authorities to arrange programs.
- h) To decide the date, time and agenda of the programs.
- i) To inform members of staff and students about the events.
- j) To arrange the venue and logistics (audio/video system, dais, podium etc.).
- k) To invite the Chief Guest and other dignitaries.
- l) To arrange mementos for guests and gifts/certificates for the participants.
- m) The committee shall display on the Notice Board/Website information about festivals to be celebrated.
- n) Events arranged for students in coordination with 'Students Cultural Committee' are
 - a) Fresher's Day
 - b) Teachers' Day
 - c) Festival Celebrations
 - d) Farewell
 - e) Fiesta
 - f) Magnet.

SC / ST/OBC/MINORITY Cell

Chairman: Prof. Umesh Nath

Member Secretary: Prof. Pradnya Kulkarni

Student Member – Mr. Prince Londhe

Student Member – Mr. Akshay Kamble

Roles and Responsibilities:

1. To conduct activities for the betterment of students and staff from SC /ST/OBC/Minority community
2. Creating awareness of the schemes for the welfare of SC /ST/OBC/Minority community
3. Maintain data base of staff and students belonging to SC /ST/OBC/Minority community
4. To look after the grievances of the SC / ST/ OBC/ Minority community and resolve the complaints

Staff Welfare Committee

Chairman- Dr. Manohar Karade

Management Member-Dr.V.A.Bugade

Faculty Member -Prof. Umesh Nath

Faculty Member- Prof. Reuben Umap

Roles and Responsibilities:

- 1) To organize staff welfare activities such as Staff / Faculty Improvement Programmed, Felicitations, award recognition
- 2) To arrange Literary Competitions / Picnics and outdoor activities for all staff members etc.
- 3) To make provision of welfare practices of ambulance, security facility for the employees of the Institute
- 4) To create awareness about staff welfare schemes among all staff members

Industrial Visit and Field Visit Committee

Chairman-Prof. Reuben Umap

Member- Prof. Pradnya Kulkarni

Roles and Responsibilities:

1. To Co-ordinate the industrial visits and field visits conducted by different Departments / Associations.
 2. Assist in arranging transport at reasonable cost for these visits.
 3. Advising different Departments/Associations in organizing the study tours and field visits.
 4. To assist students to proceed on Tour during Semesters, if requested for by the students.
 5. To arrange for College Bus transport to students, teachers and the Departments after Proper assessment of the requisition and ensure optimum use of bus facility.
 6. Liaison with companies for organizing industrial visits.7.
- Prepare and keep documentation of the visit

Examination Committee

Chairman-Prof. Umesh Nath

Member-Prof. Reuben Umap

Member – Prof. Pradnya Kulkarni

Member – Mr. Amol Marade

Roles and Responsibilities:

1. The Examination committee is an apex body of the Institute which is headed by College Exam Officer (CEO)
2. The main function of this Committee is to carry out examinations, publish results and award certificates (provided by the University and Institute) to the students who pass the final examinations.

3. Keeping the record of each and every issue related to the examination and organizing workshops And seminars for the improvement of the examination system are also the responsibilities of this Committee.
4. The Committee shall meet at twice in a semester and record minutes of the same and submit a copy to the director
5. To successfully conduct the Semester End Examinations and prepare the results, COE shall conduct the Examinations (college and university) and therefore make all other arrangements and Be responsible for the due execution of all processes connected therewith
6. Shall display Block Arrangement and Supervision Duty List. One copy each shall be kept in the Exam Cell for ready reference
7. Shall ensure that adequate stationery (answer sheets, drawing sheets, charts, graph papers, drawing boards, trays, threads etc.) is made available
8. Shall prepare a file containing the following documents, which shall be kept in the Exam Cell
9. To examine the cases of malpractices by students in the examinations, if any and recommend course of action to be taken against defaulting student/s.
 - a. In case of Malpractices, The Committee may call the candidate to seek an explanation And hear him/her. Explanation shall be taken in writing.
 - b. The Committee members shall make necessary enquires from Exam Supervisors and other related witnesses.
 - c. After hearing all the above persons, they shall report their findings in writing, along with punitive action (if any malpractice was detected) to the Director according to the University guidelines/norms
10. The Exam Committee shall hold a pre-exam meeting to brief the members of faculty with regard to the examination procedures and the role responsibilities of supervisors. A report of same shall Be submitted to the director.
11. Any other duty/responsibility assigned by the Director
12. To process the exam remuneration bills on time in support with admin staff.

Women Grievance Committee/(Internal Complaint Committee)

Chairman: Dr. Manohar Karade

Faculty Member: Prof. Pradnya Kulkarni

Faculty Member: Prof. Umesh Sharma

Student Member: Ms. Mansi Makane

Student Member: Ms. Mansi Bahirwade

Roles and Responsibilities:

- ☐ To attend to the grievances of the students and staff and suggest redressal measures Within the framework of College / Government rules.
- ☐ Instruct the official/s official/s to promptly attend to the grievances.
- ☐ Refer / Report the matters to the Director and / or Higher Authority.
- ☐ Maintain a record of the Grievances redressed/ reported / referred.
- ☐ To create and ensure a safe environment that is free of sexual harassment, including Safety from persons/visitors coming into contact at the workplace.
- ☐ To publicize the policy in English, Hindi and Marathi widely, especially through Notice Boards and distribution of pamphlets
- To publicize in English, Hindi and Marathi, the names and phone numbers of members of the Committee.
- To ensure implementation of these Directions as may be laid down in the University and other constituents to whom it is applicable.
- To process individual grievances concerning sexual harassment in the institute and to recommend suitable action in the manner and mode particularly provided hereafter.
- To exercise such other powers and perform such other duties as may be conferred or imposed On it by or under these Directions.
- To do all such acts and things as may be necessary to carry out the objects of these Directions.

CSR & Extension Activities Committee

Coordinator-Prof. Umesh Nath

Faculty Member-Prof. Reuben Umap

External Expert (Social)-Mr.Rajkumar Kalbhor -Hon. Founder

Tejaswini Foundation

External Expert (Corporate)-Mr.Sangeet Kapoor-Technical

Chief – Climate Control Tata Motors

External Expert (Social) - Lt. Col. Suresh Patil -Founder Green
Thumb

Faculty Member -Mr. Amol Marade

Student Member- Mr. Gaurav Kolte

Student Member- Mr. Mansi Bahirwade

Roles and Responsibilities:

1. To enroll members for the club and to create awareness amongst the students and the staff about the need for protection of natural habitat and social sustainability
2. To invite speakers to talk on social, safety and environmental protection issues
3. To organize relevant programs for benefit of society and students
4. To sign MoU in the field of CSR and extension activities

Academic Monitoring Committee

Sr.No.	Designation	No.	Name of Member
1	Chairman-Academic Monitoring Committee	1	Dr. Manohar Karade
2	Head- Academic Monitoring Committee	1	Prof. Reuben Umap
3	HOD	1	Prof. Umesh Nath
4	Management Member	1	Dr.Vasant Bugade
5	Employee/Industrialist	1	Mr.Rajendra Singh Thakur, GM,Times of India
6	Faculty Representative	2	Dr. Kalpana Lodha Prof. Pradnya Kulkarni
	Total	6	

Roles and Responsibilities:

1. Preparation of academic calendar and activity calendar
2. To collect course files from all faculty members including course outline, session plan.
3. To ensure that daily attendance is recorded by the faculty members in APR Book.
4. To ensure monthly timely compilation of attendance record by all faculty members.
5. To inform the Director the name/s of the defaulting Lecturer/s by 3rd of the Following month.
6. To coordinate with academic head and HOD for conducting various co-curricular activities.
7. To keep track of regular absentees and counsel them through GFM, if required, along with Their parents.
8. To keep a track of syllabus completion within specific duration as prescribed by the University.
9. To call a meeting of Guardian Faculty Member (GFM) and take monthly feedback.
10. To ensure that students are using ICT facilities and online e learning Moodle platform
11. To take feedback from students about teachers and teaching learning.

Students Council:

Chairman	- Dr. Manohar Karade
One Lecturer, nominated by the Principal	- Prof. Umesh Nath
One student from each class who has shown academic merit	- MBA-I Anamika Nikkam
One student from each class who has shown academic merit	- MBA-II Varad Munde
Director of Sports and Physical Education,	- Prof. Reuben Umap
Student Representative- Sports	- Mr. Gaurav Kolte
Student Representative- Cultural Activities	- Mr. Prajwal Kude

Two lady student Members

- 1) Ms. Aishwarya Chavan
- 2) Ms. Devika Jadhav

Duties & Responsibilities:

- 1) The purpose of the Students Council (SC) is to provide programs, activities and services which serve the co-curricular, cultural, social, recreational and educational interest of students at the institute
- 2) To look after the welfare of the students and to promote and co-ordinate the extra-curricular activities of different student's associations for better corporate life.
- 2) To plan annual student related activities
- 4) To conduct regular meetings of students council
- 5) To conduct elections for formation of students council
- 6) To prepare documentation of the all programs conducted under students council

CELLS FORMED IN THE INSTITUTE

Internal Quality Assurance Cell (IQAC)

Quality Policy

“JSIMR is committed to provide value based quality education for the holistic development of Students and faculty by pursuing excellence in curriculum delivery, teaching-learning, research and Social sustainability.”

Vision

"To develop and ensure a quality culture aimed at bringing improvements in the performance of the Institute"



- ✦ To ensure commitment to quality for consistent improvement of the institute

Functions of IOAC

- ✦ To organize National and International Conferences/Seminars and workshops for students.
- ✦ To organize Faculty Development Programs for teaching and non-teaching staff of the institute
- ✦ To promote research culture among all teaching staff.
- ✦ Documentation of programs and various activities leading to quality improvement
- ✦ To sign MoUs with industry, institutes and NGOs for mutual beneficial interaction.
- ✦ To organize skill development Programme for students
- ✦ To conduct academic and administrative audit for MBA Programme
- ✦ To get accreditation of the institute before January 2019

Composition of IOAC for A.Y. (2021-22)

Alumni Association

President-Dr. Manohar Karade

Secretary-Prof. Reuben Umap

Treasurer-Prof. Umesh Nath

Faculty Member-Prof. Vinay Bhalerao

Alumni Representative- Mr.Sunil Mali

Alumni Representative-Ms.Prajakta Bhujbal



Roles and Responsibilities:

1. To form and conduct regular meetings of Alumni Cell members for every Academic Year
2. To organize career guidance workshops for the outgoing students / Alumni.
3. To suggest Add On / Certificate / Diploma courses to be conducted by the college with financial assistance from industries/commercial organizations and well placed Alumni

4. To conduct Alumni Meet every academic year and reconnect the alumni with current batch For interaction and career guidance.
5. To invite alumni on the campus for providing project guidance to the students
6. To increase alumni registration and raise the financial contribution from alumni
7. Secretary of Alumni Association must organize regular meeting of alumni cell and maintain the documentation/record of alumni association

Placement Cell

Chairperson: Prof. Kumudini Wable

Members: Prof. Pradnya Kulkarni

Student Representative- Ms. Mansi Makane

Student Representative-Mr. Prajwal Kude

Student Representative- Mr. Gaurav Kolte

Representative- Mr. Amaranth Satpute

Objective: To help students to prepare for placement interviews/higher studies and help them to choose an appropriate organization.

The Placement Committee shall organize Campus Placement Programs for various companies visiting our institute during the placement season under the guidance of the TPO. It can be also organized later (Off Campus) in the same academic year, if other companies wish to come.

Roles and Responsibilities:

1. In the beginning, the convener (TPO) calls for a meeting and delegates the role and responsibilities to committee members. He/She shall also schedule the Placement Programme By allocating dates and timings of companies' visits. The copies of the same are distributed to All the members, Director
2. To collect and store bio-data of employable students and help them in getting jobs.
3. The requisition for tea, coffee, snacks, lunch etc. indicating number of guests, shall also be prepared and get it approved from director
4. The Convener shall also prepare a budget for the Placement Cell

5. The Training and Placement cell empowers groups of students to visit websites of industries Of different sectors and contacts H.R Managers of these companies under the guidance of the TPO.
6. Accordingly, letters/e-mails shall be sent to generate a larger data base for placements. A new placement brochure shall be published with the help of students with the approval of the Director.
7. Following are the roles and responsibilities allocated to the members of the Placement Committee:
 - a) **Registration:** Registration of the eligible students shall be done with the help of students. This is done 30 minutes before the start of the program in the Assembly Hall. Students shall sign against their names.
 - b) **Display:** To display a welcome poster at the entrance on the ground floor showing the name of the company visiting, names of their team members, program and venue for the test and interviews.
 - c) **Scrolling Board:** To welcome the company delegates with the date and time.
 - d) **Seminar Hall:** To arrange the Assembly Hall for the pre-placement talk and company presentation i.e., sound system, L.C.D. projector, chairs, table etc.
 - e) **Classrooms:** Classrooms are allotted for the aptitude test and group discussion. Table, papers, stationery, drinking water etc. shall be arranged.
 - f) **Interview Rooms:** Usually third floor labs are arranged for personal and technical interviews. Table, chairs, papers, stationary items etc. shall be kept ready.
 - g) **Final selection:** At the end of the selection activity, names of the short listed students shall be announced by company representatives.
 - h) **Breakfast, tea and lunch:** Based on the number of guests from the organizations, such Arrangements shall be made. The menu is decided beforehand and intimated to canteen. Timings are also specified. Food is served in the Board Room.
 - i) **Records:** Records of the lists of students placed, company name, branch and salary offered shall be maintained.
 - j) **Data Updating:** Other data like branch wise placements, students' profiles, year wise placements, List of companies visited etc. shall also be maintained.

- k) During the year, short meetings shall be held to communicate the **status on placement** and to Discuss the comments made by the recruitment team on our students' performance.
- l) Display the List of Placed Students on notice boards, on website and prepare a dotted of Placed students every academic year.
- m) Any other duties the Director may assign.

Research and Development Cell

Chairman	Dr. Manohar Karade
Registrar & Dean, SPPU	Dr. Prafulla Pawar
Research Cell Head	Dr. Kalpana Lodha
Faculty Representative	Prof. Reuben Umap
External Expert - VC, Dr. D.Y. Ajinkya University	Dr. E. B. Khedkar

External Expert - Research Head, NWIMSR Dr. Anand Dadas

External Expert - Professor & Director-
Allana Institute of Management Dr. Roshan Kazi

External Expert - Director, IIMS, Chinchwad Dr. Milind Marathe

Roles and Responsibilities:

- 1) To organize research activities for the staff and students of the college
- 2) To organize orientation lectures in research for the second year students for project work
- 3) To assist the departments in organizing research seminars
- 4) To take up major / minor research projects for the college
- 5) To raise funds for research activities of the college
- 6) To suggest steps for effective use of college resources for extension services
- 7) To motivate staff to write research papers and participation in seminar/FDP/Conference

Committees, Forums, Cells, Clubs (2021-22)

The institution conducts various co-curricular activities that allow the students to build up their qualities of leadership, organization, administration and social service.

Various committees are formed in the College for the smooth and efficient management of activities. It also gives the opportunity to the faculty to grow and develop in their extracurricular activity/field and administrative skills. The committees are constituted by the director in consultation with HODs for one academic year or until new committees are constituted.

There are different Clubs, cells, forums, and committees headed by faculties that organize a variety of programs for the all-round personality development of students. The director of the institute functions as the ex-officio chairman of all the committees.

The following Committees are hereby constituted to organize academic, co-curricular and extra-curricular activities during the Academic Year 2021-22.

Procedure to Constitute Committees:

The procedure followed for constituting a committee is as follows: a) a notice is circulated among the faculty inviting their choice of preference of committee. If the preference made by the faculty is found suitable by the team (Director, IQAC Coordinator and HOD) they approve the same in consultation with the Director. In case of any tie or any mismatch, the team reassigns the staff member. b) However, for sufficient reasons the Director along with the HOD may appoint faculty to various committees with the approval of the Director.

Institute has formed various committees, cells and forums which organizes the activities on regular basis. **There are total 3 Governing bodies, 21 committees, 6 Cells, 2 clubs, 8 forums.** The list of committees, cells and forums is given below.

List of Governing Bodies

Sr. No.	Name of Governing Body
1	Governing Body (GB)
2	Local Managing Committee(LMC) /College Development Committee (CDC)
3	Academic Advisory Board

List of various committees formed in the institute.

Sr. No.	Name of Committee
1	Admission Committee
2	Infrastructure maintenance and Development Committee
3	Canteen & Hostel Committee
4	Library Committee
5	Anti-Ragging Committee
6	Examination Committee
7	Academic Monitoring Committee
8	Placement Committee
9	CSR & Extension activities Committee
10	Cultural & Sports Committee
11	Staff Welfare Committee
12	Student Welfare Committee
13	Finance Committee
14	Discipline & Anti Ragging Committee
15	Internal Complaint Committee
16	Students Grievance Redressal Committee
17	Students Council
18	Industrial Visit & Field Visit Committee
19	Women Grievance Committee/Internal Complaint Committee
20	Information Communication Technology Committee
21	Students Grievance Committee

List of Cells formed in the institute

Sr. No.	Cell
1	Internal Quality Assurance Cell (IQAC)
2	Training & Placement Cell (T & P Cell)
3	Alumni Association /Alumni Cell
4	Research and Development Cell (R & D Cell)
5	Entrepreneurship Development Cell (ED Cell)
6	SC/ST/OBC/Minority Cell

List of Clubs formed in the Institute

Sr. No.	Club
1	Synergy Club
2	Chatur Chanakya Club

List of Forums formed in the institute

Sr. No.	Forums
1	Industry Academia Forum
2	General Management Forum
3	Finance Forum
4	Marketing Forum
5	HR Forum
6	IT Forum
7	Operations & Supply Chain
8	IB Forum

Governing Body

LIST OF GOVERNING BODY (2020-21)

Sr. No	Name of Member	Nature of Association with the Promoting Body
1	Prof. T. J. Sawant	Chairman
2	Dr. Anita Khatke	Director & Member Secretary
3	Dr.B.S.Sawant	Dean, Shivaji University
4	WRO-Ex-Officio	AICTE Nominee (WRO-Ex-Officio)
5	Dr. S.K.Mahajan	Nominee,DTE Maharashtra
6	Dr.B.V.Sanghvikar	Nominee,SPPU
7	Dr. S.K.Sawant	Member JSPM
8	Dr. R.S.Joshi	Member JSPM
9	Dr.V.A.Bugade	Member JSPM
10	CA Prem Patil	Member JSPM
11	Mr.Rajendra Singh Thakur	Industrialist/Employee
12	Mr.Suresh Raina	Industrialist/Employee
13	Prof.Reuben Umap	Assistant Professor & Member



Roles and Responsibilities:

- The Governing body of the institute has been constituted as per the affiliating university, UGC and AICTE, New Delhi, India. The main objective of the Governing body is to offer transparent and effective governance in building and developing the institution, taking the confidence of stakeholders.
- To approve the mission and strategic vision of the institution
- To ensure the establishment and monitoring of proper, effective and efficient systems of control and accountability
- To Monitor Institutional Performance and Quality Assurance Arrangements
- To put in place suitable arrangements for monitoring the performance of managerial and administrative positions
- Openness and transparency in the operation of governing bodies
- To promote of transparency and openness at every level
- To pass the resolutions made by the management council viz. Local Management committee/College Development Committee
- Take strategic policy decisions related to expansion, recruitment, HR policies related to promotion and appraisal, various policies with respect to academic excellence, research and entrepreneurship are been decided in the Governing body meeting
- All the major financial transactions are analyzed and verified by the governing body under different heads like research & development, training, library, furniture, equipment & repair and maintenance
- Governing body reviews and approves the proposal and forwards the proposal to the Chairman/Secretary (Management)



Local Managing Committee (2021-22)

Sr. No	Name of Member	Nature of Association with the Promoting Body
1	Prof. Tanaji J. Sawant	Chairman
2	WRO-Ex-Officio	AICTE Nominee (WRO-Ex-Officio)
3	Dr. D. R. Nandanwar	DTE Nominee
4	Dr.E.B.Khedkar	SPPU Nominee
5	Dr. M.M. Puri	Member JSPM
6	Dr. R.S. Joshi	Member JSPM
7	Dr.V.A.Bugade	Member JSPM
8	Dr.Sanjay Sawant	Member JSPM
9	Dr.Anita Khatke	Director & Member
10	Prof.Reuben Umap	Assistant Professor & Member

- 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
- Decide about the overall teaching programmes or annual calendar of the college
- Recommend to the management about introducing new academic courses
- Make specific recommendations to the management to encourage and strengthen research culture, consultancy and extension activities in the college
- Foster academic collaborations to strengthen teaching and research ;
- Make specific recommendations regarding the improvement in teaching and suitable training programmes for the employees of the college
- Prepare the annual financial estimates (budget) and financial statements of the college
- Make recommendations regarding the students' and employees' welfare activities in the college or institution
- Discuss the reports of the Internal Quality Assurance Committee and make suitable recommendations

- Plan major annual events in the college, such as annual day, sports events, cultural events, etc.
- Consider and make appropriate recommendations on inspection reports, local inquiry reports, audit report, report of National Assessment and Accreditation Council, etc. ;

College Development Committee (CDC) (2021-22)

Sr. No.	Name	Designation
1	Prof.T.J Sawant	Chairperson of Management
2	Dr.R.S Joshi	Secretary
3	Prof.Reuben Umap	Head of Department
4	1. Prof.Vinay Bhalerao 2. Prof. Amol Nikam 3.Prof. Umesh Nath	Three Teachers Representative
5	Mr.Kishori Ingale	Non-teaching Representative
6	1. Dr.M.S.Kadam 2. Dr.V.A.Bugade 3. Mr.Rajkumar Kalbhor	Three Local Members
7	Mr.Aniket Bhosale	Alumni Representative
8	Dr. Manohar Karade	Coordinator , Internal Quality Assurance Cell
9	Mr.Yoesh Jadhav Ms. Shweta Pagar	Student Council - President Student Council - Secretary
10	Dr.Anita Khatke Director -JSIMR	Member Secretary
	Total Members	15

- 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
- Decide about the overall teaching programmes or annual calendar of the college
- Recommend to the management about introducing new academic courses

- Make specific recommendations to the management to encourage and strengthen research culture, consultancy and extension activities in the college
- Foster academic collaborations to strengthen teaching and research ;
- Make specific recommendations regarding the improvement in teaching and suitable training Programmes for the employees of the college
- Prepare the annual financial estimates (budget) and financial statements of the college
- Make recommendations regarding the students' and employees' welfare activities in the college or institution
- Discuss the reports of the Internal Quality Assurance Committee and make suitable recommendations
- Plan major annual events in the college, such as annual day, sports events, cultural events, etc.
- Consider and make appropriate recommendations on inspection reports, local inquiry reports, audit report, report of National Assessment and Accreditation Council, etc.

Academic Advisory Board

ACADEMIC ADVISORY BOARD AND INDUSTRY ACADEMIA FORUM

Sr. No.	Name of the Member	Designation	Company Name
1	Mr. Ramesh Raina	CEO	Eicher Group
2	Mr. Manoj Menon	Vice President, Operations	O Hotel
3	Desiree Alex	General Manager	Idea Cellular
4	Dr. Milind Marathe	Director	Director, IIMS, Pimpri Chinchwad
5	Mr. Milind Patange	Vice President, Sales	VTP Reality
6	Mr. Rajendra Singh Thakur	Assistant GM, (Finance)	Times of India




7	Dr.D.B.Bharati	Director	Rajgad Institute of Management, Research & Development, Dhankawadi,Pune Ex. BOS (Finance) Savitribai Phule Pune University
8	Mr.Avdhoot Barade	Owner/Entrepreneur	Vtrans India Pvt.Ltd.
9	Mr.Pratik Pawar	Accountant	Repco Finance
10	Mrs. CMA Sukhada Bhalerao	Cost Accountant	Sukhada Bhalerao & Associates
11	Dr.Anand Dadas	Director	Neville Wadia Institute of Management Studies and Research
12	Ms.Poonam Kulkarni	HR Head	IBM, Pune
13	Mr.Nitin Bhosale	Training Department ,Head	Universal Construction Machinery & equipment ltd
14	Mr.Huzefa Wapra	Sr.Executive, Talent Acquisition	Cybage Software Pvt.Ltd.
15	Mr.Kedar Patki	Vice President Business Development CMO,	Aeropure UV Systems Pvt. Ltd.
16	Mrs.Archana Gokhale	HR Manager & Owner	Raavi Services,Pune
17	Mr.Atul Tupe	HR Manager	Mvendors Pvt.Ltd.
18	Mr.Sunil Mali	Owner/Entrepreneur	Haze Busting Consultancy
19	Ms.Anuradha Iyer	Lead Recruiter	IBM,Pune
20	Ms.Suwarna Pilla	HR Head	Cognizant
21	Mr.Deepak Shikarpur	Technopreneur, Director	IT ventures Autoline Design Software Pvt ltd, and Seed Infotech Ltd.



22	Mr. Pritam Salavi	Director	Oracle Corp
23	Mr.Dnyaneshwar Aghav	CEO and Founder	Net Gyani IT Services Private Limited Pune , India
24	Mr.Mohan Shete	Sr.Manager , Quality Assurance & Control	Thermax Engineering Pvt Ltd , Chinchwad
25	Ravindra Domale	Founder/Owner	Raavienterprises & Secure Security Services ,Pune
26	Dr.E.B.Khedkar	Vice Chancellor	Ajinkya D.Y.Patil University
27	Dr.Prafulla Pawar	Dean,Management Department	Savitribai Phule Pune University
28	Mr.Suresh Umap	Regional Head	Maharashtra Centre for Entrepreneurship Development (MCED)
29	Mr.Rajkumar Kalbhor	Honorary Founder	Tejswini Foudation
30	Mr.Viraj Kaire	Owner	Vishwakamal Restaurant
31	Col.Suresh Patil	Founder/Owner	Green Thumb Initiative
32	Mr.Sarang Patil	General Manager	Indian Express
33	Mr.Mahadev Kharade	Sr.Manager	Tata Capital
34	Mr.Dyanesh Sarang	Strategic Resource for Microsoft	Microsoft Corporations
35	Mr.Siddharth Mitta	HR Manager	Suzlon Energy Ltd.
36	Mr.Ketan Kulkarni	Dy.General Manager	Garware Wall Ropes
37	Mr.Ashish Zagade	General Manager	Ace Kudale Car Pvt.Ltd.
38	Dr.Manik Kadam	Professor	Alard Institute of Management & Research
39	Mr.Harshad Kugaonkar	Franchisee Director	NIFM

- To monitor and advice for Industry Institute Interactions and academic improvement


- 
- To help in building a mutually beneficial knowledge exchange relationship between institute and industry
 - To give inputs to meet the diverse needs, expectations of the industry from various Management specializations.
 - To guide on various consultancy research projects and to have direct industry exposure to students and faculty.
 - To have partnerships with National and International Business Bodies, Chambers and Universities.
 - Give feedback on Curriculum design and implementation for MBA program
 - To help in placement and SIP activity
 - To attend the meetings of Industry Academia Forum and Academic Advisory Board

Admission Committee

Chairman -Dr. Manohar Karade
 Coordinator -Prof. Pradnya Kulkarni
 Faculty Member -Prof. Reuben Umap
 Faculty Member -Prof. Umesh Nath

Roles and Responsibilities:

1. To ensure implementation of Admission norms prescribed by competent authorities viz. AICTE/DTE/AMMI/ University
2. Assistance for the admissions of the students; complete support system for the admission process.
3. To collect material from each forums and clubs and incorporate in the admission Prospectus
4. To finalise College Prospectus & Admission Form for every academic year
5. To assist the students and to interact with the parents during admissions for each academic year
6. Counseling any other assistance to the candidate for Admission process
7. Providing complete information of admission process to candidates

- 
8. To provide proper College Identity Cards to the students after the reopening of the College for the academic year
 9. To look after Facilitation center and coordinate the activity of document verification.
 10. Report to the director

College Infrastructure Maintenance & Development Committee

Chairperson/ Co-coordinator: Prof. Reuben Umap

Faculty Member: Prof. Umesh Nath

Faculty Member: Prof. Pradnya Kulkarni

Roles and Responsibilities:

1. To plan proper utilization of resources and do careful funds management.
2. To suggest measures for the safety, development and maintenance of old college infrastructure.
3. To ensure optimal use of the college resources, get defective gadgets/furniture repaired.
4. To suggest measures to dispose of outdated and unusable items.
5. To be in charge of the AV systems, LCD, Copier Machines, Laptops etc.
6. To decide infrastructure requirement in consultation with Director of the institute

Information Communication & Technology Committee


Coordinator - Prof. Reuben Umap

Faculty Representative-Prof. Umesh Nath

Mr. Amol Marade

Responsibilities of ICT Committee:

1. To encourage to use computer lab for enhancing their knowledge.
2. To ensure uninterrupted functioning of computers in the Computer Lab.
3. To ensure discipline in Computer Lab.

- 
4. To provide lab facility on time to conduct online examination, campus recruitment, training etc. to faculty & students
 5. To finalise Annual Maintenance Contract (AMC)
 6. To look after computer networking problem, printer problem and resolve the issues.
 7. To generate the requirement for computer peripherals of the computer lab and give it to infrastructure committee
 8. To maintain dead stock register of the computer lab.
 9. To co-ordinate the development of college website with the vendor
 10. Get the requirement of changes from all faculty related events, photos, reports and coordinate with vendor for upload on the website.
 11. To ensure that website is updated on regular basis.
 12. Any other matter concerning the website i.e. comparative statement, negotiations, payment etc.
 13. To ensure that all NAAC related links and uploads are available on website.

Canteen/Hostel Committee

Chairperson: Prof. Pradnya Kulkarni

Student Member- Ms. Harshali Bhosale

Roles and Responsibilities:

1. To see that the Canteen services to students / staff are good.
2. To instruct staff on maintaining hygienic practices in the canteen.
3. To check the quality of food services and give suggestions
4. To check whether proper hostel services and facilities are available to students
5. To instruct staff on maintaining hygienic practices in the hostel

Discipline & Anti-Ragging Committee

According to AICTE requirement Anti-Ragging Committee for the year 2020-21 has been formed as follows:-


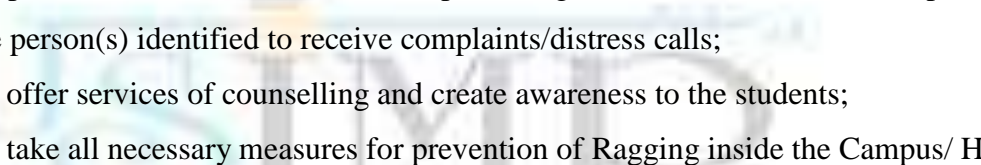
Sr.No.	Name of the member	Designation
1	Dr.Anita Khatke	Chairman-Director
2	Dr. Vaishali Nikam	Member-Faculty representative
3	Prof.Reuben Umap	Member-Faculty representative
4	Mrs.Rupali Mali, Assistant Police Inspector,Crime Branch,pune	Member-Police Representative
5	Dr.Archana Seth, Gynecologist - Noble Polyclinic,Pune	Member Social Representative
6	Prof. Yashwant Dhawan Marshal Arts Expert	Member-Local Media
7	Mrs. Sulakshana Deepak Mulay	Member-Representative of Parents
8	Mr.Narayan Yadav	Member-Representative of Parents
9	Ms. Ashu Jadhav	Member-Representative of fresher Student
10	Ms.Prajakta Kakade	Member-Representative of Senior Student
11	Mrs. Kishori Ingale	Member-Representative of non-teaching.

According to AICTE requirement **Anti-Ragging Squad** for the year 2020-21 has been formed as follows:-

Sr.No.	Name of the member	Designation
1	Dr.Anita Khatke	Chairman- Director
2	Prof.Vinay Bhalerao	Member- Faculty representative
3	Prof.Vaishali Nikam	Member- Faculty representative
4	Mr. Kishori Ingale	Member- Representative of non-teaching.
5	Mr.Neelam Shinde	Member- Representative of non-teaching

Roles and Responsibilities:

1. To ensure overall disciplined environment in the college.
2. To initiate timely action against erring students.
3. To sensitise students about the evils of ragging and its prevention of the same in the college campus.
4. To address complaints about ragging as per the Govt. and University procedures.
5. To uphold and comply with the directions of the Hon'ble Supreme Court and be vigilant on any acts amounting to ragging;

- 
6. To publicize to all students and prevalent directives and the actions that can be taken against those indulging in ragging;
 7. To consider the complaints received from the students and conduct enquiry and submit report to the Anti- Ragging Committee along with punishment recommended for the offenders;
 8. Oversee the procedure of obtaining undertaking from the students in accordance with the provisions;
 9. The Anti-Ragging Committee of the Institute shall promptly conduct a preliminary on the spot enquiry and collect details of the incident as available prima facie. The preliminary investigation/details of the incident shall be immediately brought to the notice of the Chairman of the Institute. The activity shall be completed, at the most, within twenty hours of receipt of information.
 10. Conduct workshops against ragging menace and orient the students;
 11. To provide students the information pertaining to contact address and telephone numbers of the person(s) identified to receive complaints/distress calls;
 12. To offer services of counselling and create awareness to the students;
 13. To take all necessary measures for prevention of Ragging inside the Campus/ Hostels.
- 

Library Committee

Chairman-Dr. Anita Khatke

Prof. Ruben Umap-Member

Prof. Vinay Bhalerao-Member

Ms. Harshali Bhosale -Student Member

Mr. Rajesh Nikate-Student Member

Prof. Amol Marade-Secretary

Roles and Responsibilities:

- 1) To advise the Library staff for proper up-keep of the library
- 2) To suggest measures to maintain the sanctity of the Library and to attend to thereaders “grievances
- 3) To organize book week, book talks, book displays on special occasions
- 4) To advise and help in computerization of library
- 5) To acquire books for the book bank and to distribute to the deserving students
- 6) To conduct competitions for literary events like debates, elocutions and so on within the college
- 7) To order new books and journals as per the requirement.
- 8) To display notices regarding inter and intra literary events
- 9) To publish magazine/ Journal every academic year
- 10) To encourage students to attend literary events outside college
- 11) To order books journals and magazines and periodicals
- 12) Renew the subscription of journals and magazines and periodicals.
- 13) Any other duties the Director / Director may assign

Finance Committee

Chairman-Dr. Manohar Karade

Prof. Vinay Bhalerao

Member-Prof. Vaishali Nikam

Member-Mr. Neelam Shinde

Responsibilities of Finance committee:

- To seek all major and minor expenditure proposals from different committees, analyze them, establish the priorities and forward a tentative budget to Governing Body in time
- Preparation of budget estimates relating to income from fees and other sources in coordination with Internal auditor
- To prepare a detailed plan of expenditure for day to day running of the Institution
- To mobilize resources through donations from society, through funding agencies
- Under various schemes, etc.
- To ensure the utilization of budget for resource mobilization of the institute
- Preparation of expense sheet and relevant documents related to activity/event.
- To conduct the event audit and internal audit
- Coordinate with JSPM Corporate office for audit purpose

Cultural and Sports Committee

Chairman-Prof. Amol Nikkam Faculty
Member-Prof. Reuben Umap
Faculty Member-Prof. Vinay Bhalerao
Student Member-Mr. Stephan Kurne
Student Member-Mr. Rakesh Balak
Student Member-Ms. Afifa Shaikh
Student Member-Ms. Aishwarya Jadhav

Roles and Responsibilities:

- a) The Cultural and sports committee shall be responsible for all intra and inter collegiate cultural and sports events in the College.
- b) To plan and schedule cultural and sports events for the academic year. (Tentative dates to be included in the academic calendar of the institute.)
- c) To arrange for sports equipment for students and inform to purchase committee for same
- d) The Coordinator of the committee shall conduct a meeting of the committee to discuss and delegate tasks.
- e) Procedure to organize cultural events:
- f) To prepare the Annual Budget for various cultural events.
- g) To obtain formal permission from the College authorities to arrange programs.
- h) To decide the date, time and agenda of the programs.
- i) To inform members of staff and students about the events.
- j) To arrange the venue and logistics (audio/video system, dais, podium etc.).
- k) To invite the Chief Guest and other dignitaries.
- l) To arrange mementos for guests and gifts/certificates for the participants.
- m) The committee shall display on the Notice Board/Website information about festivals to be celebrated.
- n) Events arranged for students in coordination with „Students Cultural Committee“ are
 - a) Fresher's Day
 - b) Teachers' Day
 - c) Festival Celebrations
 - d) Farewell
 - e) Fiesta
 - f) Umangetc.

SC / ST/ OBC/ MINORITY Cell

Chairman: Prof. Umesh Nath
Member Secretary: Prof. Pradnya Kulkarni
Student Member- Amruta Kashid
Student Member- Ruchita Jagtap

Roles and Responsibilities:

1. To conduct activities for the betterment of students and staff from SC /ST/OBC/Minority community
2. Creating awareness of the schemes for the welfare of SC /ST/OBC/Minority community
3. Maintain data base of staff and students belonging to SC /ST/OBC/Minority community
4. To look after the grievances of the SC / ST/ OBC/ Minority community and resolve the complaints

Staff Welfare Committee

Chairman- Dr. Manohar Karade
Management Member- Dr.V.A.Bugade
Faculty Member –Prof. Umesh Nath
Manohar Karade Faculty Member-
Prof. Reuben Umap

Roles and Responsibilities:

- 1) To organize staff welfare activities such as Staff / Faculty Improvement Programmes, Felicitations, award recognition
- 2) To arrange Literary Competitions / Picnics and outdoor activities for all staff members etc.
- 3) To make provision of welfare practices of ambulance, security facility for the employees of the institute
- 4) To create awareness about staff welfare schemes among all staff members

Industrial Visit and Field Visit Committee

Chairman-Prof. Reuben Umap

Member- Prof. Pradnya Kulkarni

Roles and Responsibilities:

1. To Co-ordinate the industrial visits and field visits conducted by different Departments / Associations.
2. Assist in arranging transport at reasonable cost for these visits.
3. Advising different Departments/Associations in organizing the study tours and field visits.
4. To assist students to proceed on Tour during Semesters, if requested for by the students.
5. To arrange for College Bus transport to students, teachers and the Departments after proper assessment of the requisition and ensure optimum use of bus facility.
6. Liaison with companies for organizing industrial visits.
7. Prepare and keep documentation of the visit

Examination Committee

Chairman- Prof. Umesh Nath


Member- Prof. Reuben Umap

Member – Prof. Prof. Pradnya Kulkarni

Member - Mr. Amol Marade

Roles and Responsibilities:

1. The Examination committee is an apex body of the Institute which is headed by College Exam Officer (CEO)
2. The main function of this Committee is to carry out examinations, publish results and award certificates (provided by the University and Institute) to the students who pass the final examinations.

- 
3. Keeping the record of each and every issue related to the examination and organizing workshops and seminars for the improvement of the examination system are also the responsibilities of this Committee.
 4. The Committee shall meet at twice in a semester and record minutes of the same and submit a copy to the director
 5. To successfully conduct the Semester End Examinations and prepare the results, COE Shall conduct the Examinations (college and university) and therefore make all other arrangements and be responsible for the due execution of all processes connected therewith
 6. Shall display Block Arrangement and Supervision Duty List. One copy each shall be kept in the Exam Cell for ready reference
 7. Shall ensure that adequate stationery (answer sheets, drawing sheets, charts, graph papers, drawing boards, trays, threads etc.) is made available
 8. Shall prepare a file containing the following documents, which shall be kept in the Exam Cell
 9. To examine the cases of malpractices by students in the examinations, if any and recommend course of action to be taken against defaulting student/s.
 - a. In case of Malpractices, The Committee may call the candidate to seek an explanation and hear him/her. Explanation shall be taken in writing.
 - b. The Committee members shall make necessary enquires from Exam Supervisors and other related witnesses.
 - c. After hearing all the above persons, they shall report their findings in writing, along with punitive action (if any malpractice was detected) to the Director according to the University guidelines/norms
 10. The Exam Committee shall hold a pre-exam meeting to brief the members of faculty with regard to the examination procedures and the role responsibilities of supervisors. A report of same shall be submitted to the director.
 11. Any other duty/responsibility assigned by the Director
 12. To process the exam remuneration bills on time in support with admin staff.

Women Grievance Committee/ (Internal Complaint Committee)

Chairman: Dr. Manohar Karade

Faculty Member: Prof. Pradnya Kulkarni

Faculty Member- Mr. Anita Kamble

Student Member-Ms. Aishwarya Dhurgude

Student Member- Ms. Mansi Makne

Roles and Responsibilities:

- To attend to the grievances of the students and staff and suggest Redressal measures within the framework of College / Government rules.
- Instruct the official/s official/s to promptly attend to the grievances.
- Refer / Report the matters to the Director and / or Higher Authority.
- Maintain a record of the Grievances redressed/ reported / referred.
- To create and ensure a safe environment that is free of sexual harassment, including safety from persons/visitors coming into contact at the workplace.
- To publicize the policy in English, Hindi and Marathi widely, especially through notice boards and distribution of pamphlets
- To publicize in English, Hindi and Marathi, the names and phone numbers of members of the Committee.
- To ensure implementation of these Directions as may be laid down in the University and other constituents to whom it is applicable.
- To process individual grievances concerning sexual harassment in the institute and to recommend suitable action in the manner and mode particularly provided hereafter.
- To exercise such other powers and perform such other duties as may be conferred or imposed on it by or under these Directions.
- To do all such acts and things as may be necessary to carry out the objects of these Directions.

CSR & Extension Activities Committee

Coordinator-Prof. Umesh Nath

Faculty Member-Prof. Reuben Umap

External Expert (Social) - Mr.Rajkumar Kalbhor -Hon.

FounderTejaswini Foundation

External Expert (Corporate)-Mr.Sangeet Kapoor-Technical

Chief – Climate Control Tata Motors

External Expert (Social) - Lt. Col. Suresh Patil -Founder GreenThumb

Student Member- Ms. Aishwarya Dhurgude

Student Member- Mr. Gaurav Kolte

Roles and Responsibilities:

1. To enroll members for the club and to create awareness amongst the students and the staff about the need for protection of natural habitat and social sustainability
2. To invite speakers to talk on social, safety and environmental protection issues
3. To organize relevant programs for benefit of society and students
4. To sign MoU in the field of CSR and extension activities

Roles and Responsibilities:

1. Preparation of academic calendar and activity calendar
2. To collect course files from all faculty members including course outline, session plan.
3. To ensure that daily attendance is recorded by the faculty members in APR Book.
4. To ensure monthly timely compilation of attendance record by all faculty members.
5. To inform the Director the name/s of the defaulting Lecturer/s by 3rd of the following month.
6. To coordinate with academic head and HOD for conducting various co-curricular activities.
7. To keep track of regular absentees and counsel them through GFM, if required, along with their parents.
8. To keep a track of syllabus completion within specific duration as prescribed by the University.
9. To call a meeting of Guardian Faculty Member (GFM) and take monthly feedback.
10. To ensure that students are using ICT facilities and online e learning Moodle platform
11. To take feedback from students about teachers and teaching learning.

Students Council:

Chairman	-
Dr. Manohar Karade	
One Lecturer, nominated by the Principal	- Prof. Reuben Umap
One student from each class who has shown academic merit	- MBA-I S r u s h t i S a s t e
One student from each class who has shown academic merit	- MBA-II R a d h a P o l i s h i
Director of Sports and Physical Education,	- Prof. Umesh Nath
Student Representative- Sports	- Mr. Gaurav Kolte
Student Representative- Cultural Activities	- Mr. Bhavarath Dumbre
Two lady student Members	1) Ms. Mansi Makne 2) Ms. Aishwarya Chavan

Duties & Responsibilities:

- 1) The purpose of the Students Council (SC) is to provide programs, activities and services which serve the co-curricular, cultural, social, recreational and educational interest of students at the institute
- 2) To look after the welfare of the students and to promote and co-ordinate the extra-curricular activities of different student's associations for better corporate life.
- 3) To plan annual student related activities
- 4) To conduct regular meetings of students council
- 5) To conduct elections for formation of students council
- 6) To prepare documentation of the all programs conducted under students council

Alumni Association

President- Dr. Manohar Karade

Secretary- Prof. Reuben Umap

Treasurer- Prof. Umesh Nath

Faculty Member- Prof. Pradnya Kulkarni

Alumni Representative- Mr.Sunil Mali

Alumni Representative- Ms.Prajakta Bhujbal

Alumni Representative- Dyaneshwar Aghav

Alumni Representative- Huzeffa Wapra

Alumni Representative- Pratik Pawar

Alumni Representative-Anuradha Iyer

Roles and Responsibilities:

1. To form and conduct regular meetings of Alumni Cell members for every Academic Year
2. To organize career guidance workshops for the outgoing students / Alumni.
3. To suggest Add On / Certificate / Diploma courses to be conducted by the college with financial assistance from industries/commercial organizations and well placed Alumni.
4. To conduct Alumni Meet every academic year and reconnect the alumni with current batch for interaction and career guidance.
5. To invite alumni on the campus for providing project guidance to the students
6. To increase alumni registration and raise the financial contribution from alumni
7. Secretary of Alumni Association must organize regular meeting of alumni cell and maintain the documentation/record of alumni association.

Placement Cell

Chairperson: Prof. Reuben Umap

Members: Prof. Umesh Nath

Student Representative- Ms. Aishwarya Chavan


Student Representative- Mr. Gaurav Kolte

Objective: To help students to prepare for placement interviews/higher studies and help them to choose an appropriate organization.

The Placement Committee shall organize Campus Placement Programs for various companies visiting our institute during the placement season under the guidance of the TPO. It can be also organized later (Off Campus) in the same academic year, if other companies wish to come.

Roles and Responsibilities:

1. In the beginning, the convener (TPO) calls for a meeting and delegates the role and responsibilities to committee members. He/She shall also schedule the Placement Programme by allocating dates and timings of companies' visits. The copies of the same are distributed to all the members, Director
2. To collect and store bio-data of employable students and help them in getting jobs.
3. The requisition for tea, coffee, snacks, lunch etc. indicating number of guests, shall also be prepared and get it approved from director
4. The Convener shall also prepare a budget for the Placement Cell

- 
5. The Training and Placement cell empowers groups of students to visit websites of industries of different sectors and contacts H.R Managers of these companies under the guidance of the TPO.
 6. Accordingly, letters/e-mails shall be sent to generate a larger data base for placements. A new placement brochure shall be published with the help of students with the approval of the Director.
 7. Following are the roles and responsibilities allocated to the members of the Placement Committee:

a) **Registration:** Registration of the eligible students shall be done with the help of students. This is done 30 minutes before the start of the program in the Assembly Hall. Students shall sign against their names.

b) **Display:** To display a welcome poster at the entrance on the ground floor showing the name of the company visiting, names of their team members, program and venue for the test and interviews.

c) **Scrolling Board:** To welcome the company delegates with the date and time.

d) **Seminar Hall:** To arrange the Assembly Hall for the pre-placement talk and company presentation i.e., sound system, L.C.D. projector, chairs, table etc.

e) **Classrooms:** Classrooms are allotted for the aptitude test and group discussion. Table, papers, stationery, drinking water etc. shall be arranged.

f) **Interview Rooms:** Usually third floor labs are arranged for personal and technical interviews. Table, chairs, papers, stationary items etc. shall be kept ready.

g) **Final selection:** At the end of the selection activity, names of the short listed students shall be announced by company representatives.

h) **Breakfast, tea and lunch:** Based on the number of guests from the organizations, such arrangements shall be made. The menu is decided beforehand and intimated to canteen. Timings are also specified. Food is served in the Board Room.

i) **Records:** Records of the lists of students placed, company name, branch and salary offered shall be maintained.

j) **Data Updating:** Other data like branch wise placements, students' profiles, year wise placements, list of companies visited etc. shall also be maintained.

k) During the year, short meetings shall be held to communicate the **status on placement** and to discuss the comments made by the recruitment team on our students' performance.

l) Display the List of Placed Students on notice boards, on website and prepare a dossier of Placed students every academic year.

m) Any other duties the Director may assign.

Research and Development Cell

Chairman	Dr. Manohar Karade
Dean, SPPU	Dr. Prafulla Pawar
Research Cell Head	Dr. Kalpana Lodha
Faculty Representative	Prof. Umesh Nath
External Expert - VC, Dr. DY Ajinkya University	Dr. E. B. Khedkar

External Expert - Research Head, NWIMSR Dr. Anand Dadas

External Expert - Professor Director -
Allana Institute of Management. Dr. Roshan Kazi

External Expert - Director, IIMS, Chinchwad Dr. Milind Marathe

Roles and Responsibilities:

- 1) To organize research activities for the staff and students of the college
- 2) To organize orientation lectures in research for the second year students for project work
- 3) To assist the departments in organizing research seminars
- 4) To take up major / minor research projects for the college
- 5) To raise funds for research activities of the college
- 6) To suggest steps for effective use of college resources for extension services
- 7) To motivate staff to write research papers and participation in seminar/FDP/Conference



JAYAWANT SHIKSHAN PRASARAK MANDAL'S
**JAYAWANTRAO SAWANT INSTITUTE
OF MANAGEMENT & RESEARCH, PUNE**

(Approved by A.I.C.T.E. New Delhi, Govt. of Maha. Affiliated to SPPU University of Pune.)
S.No. 58, Indrayani Nagar, Hadapsar Road, Hadapsar Pune-28.
Ph. 020-26970882 TeleFax: 020-26970913
Email: director.jismr@jspm.edu.in | Website: www.jspmjismr.edu.in



Prof. Dr. Tanaji Sawant
B.E.(Elect.), PGDM, Ph.D
FOUNDER SECRETARY

Dr. Manohar Karade
Ph.D., UGC-SET, MBA-HRM
M.A.-ENG, B.Ed, DIT
Incharge Director

Entrepreneurship Development Cell

Vision: To be well acknowledged centre of brilliance for entrepreneurship development to create successful entrepreneurs.

Mission: To encourage entrepreneurial philosophy, support and assist the business knowledge. Increase aspiring entrepreneurs into proved principled and lively business leaders. Formation of ED cell is as follows:

1. ED Cell Head: Dr. Manohar Karade
2. Industry expert: Mr. Suresh Umap
3. Staff Member: Prof. Umesh Nath
4. Student Coordinator: Mr. Onkar Kashid
5. Student Coordinator: Miss. Ishrat Ansari
6. Alumni/Entrepreneur: Mr. Sunil Mali
7. Alumni/Entrepreneur: Mr. Dyaneshwar Aghav
8. Alumni/Entrepreneur: Mr. Avdhoot Barde
9. Alumni/Entrepreneur: Mr. Harshad Kugaonkar
10. Alumni/Entrepreneur: Ms. Sonal Chaudhari

Duties & Responsibilities of ED Cell:

- To instil within the students and faculty and the necessity and value of Enterprise Development
- To encourage ethnicity of innovation to enterprise among the students
- To enable the students to remain self-reliant in their employment
- To make every effort for building a rapport with the leading educational institutes who are well versed with EDC
- To raise the social entrepreneurship by providing hands on training as well as distance education
- To develop self-esteem of young entrepreneurs through mentorship and networks
- To organize seminar, IPR session and Knowledge session under ED Cell



Karade
Dr. Manohar Karade
DIRECTOR
J. S. P. M.'S
Jayawanttrao Sawant Institute
Of Management & Research
Hadapsar, Pune - 411 028



Certificate of Registration

**JSPM'S JAYAWANTRAO SAWANT INSTITUTE OF
MANAGEMENT AND RESEARCH**

at

**SURVEY NO. 58, INDRAYANI NAGAR, HANDEWADI ROAD, PUNE- 411028,
MAHARASHTRA, INDIA**

has been assessed and Certified by Otabu Certification Pvt. Ltd.
as meeting the requirements of:

**ISO 9001:2015
Quality Management System**

For the following scope of activities:

**"Offering The Management Business Administration Course To Foster Managerial,
Entrepreneurial Leadership Skills & Creating Social Values In Students"**

Issue No : 01

Date of Certification: 22 August 2018

1st Surveillance Due: 21 August 2019

Revision No () : NA

2nd Surveillance Due : 21 August 2020

Recertification Due : 21 August 2021

(subject to the company maintaining its system to the
required standard)

Certificate No:- 18056148222

To Verify this Certificate please visit at www.otabucert.com



Managing Director

Validity of this Certificate is successful Annual Surveillance audits to be done. This Certificate of Registration remains the Property of Otabu Certification Pvt. Ltd.
and shall be returned immediately upon request.

Otabu Certification Pvt. Ltd., RZ-9 (Ground Floor), Prem Nagar, Uttam Nagar, New Delhi-110059 (India)

Email:- info@otabucert.com website:-www.otabucert.com



JAYAWANT SHIKSHAN PRASARAK MANDAL'S
**JAYAWANTRAO SAWANT INSTITUTE
OF MANAGEMENT & RESEARCH, PUNE**

(Approved by A.1 C.T.E. New Delhi, Govt. of Maha. Affiliated to SPPU University of Pune.)
S.No. 58, Indrayani Nagar, Handewadi Road, Hadapsar Pune-28.
Ph. 020-26970882 TeleFax: 020-26970913
Email: director.jsimr@jspm.edu.in | Website: www.jspmjsimr.edu.in



Prof. Dr. Tanaji Sawant
B.E.(Elect.), PGDM, Ph.D
FOUNDER SECRETARY

Dr. Manohar Karade
Ph.D., UGC-SET, MBA-HRM
M.A.-ENG, B.Ed, DIT
Incharge Director

Academic Monitoring Committee

Sr. No.	Designation	No.	Name of the Member
1	Chairman – Academic Monitoring Committee	1	Dr. Manohar Karade
2	Head – Academic Monitoring Committee	1	Prof. Reuben Umap
3	Management Member	1	Dr. V.A. Bugade
4	Industrialist/Employee	1	Mr. Rajendra Singh Thakur
5	Faculty Representative	1	Prof. Amol Marade
6	Faculty Representative	1	Dr. Kalpana Lodha
TOTAL		6	

Roles & Responsibilities:

- Preparation of academic calendar and activity calendar
- To collect course files from all faculty members including course outline, session plan
- To ensure that daily attendance is recorded by the faculty members in APR book
- To ensure monthly timely compilation of attendance record by all faculty members
- To inform the Director the name/s of the defaulting Lecturer/s by 3rd of the following month
- To coordinate with academic head and HOD for conduction various co-curricular activities
- To keep track of regular absentees and counsel them through GFM if required, along with their parents
- To keep a track of syllabus completion within specific duration as prescribed by the University
- To call a meeting of the Guardian Faculty Member (GFM) and take monthly feedback
- To ensure that students are using ICT facilities and online e learning Moodle platform
- To take feedback from students about teachers and teaching learning



Karade
Dr. Manohar Karade
DIRECTOR
J.S.P.M.'S
Jayawant Rao Sawant Institute
Of Management & Research
Hadapsar, Pune - 411 028



JAYAWANT SHIKSHAN PRASARAK MANDAL'S
**JAYAWANTRAO SAWANT INSTITUTE
OF MANAGEMENT & RESEARCH, PUNE**

(Approved by A.I.C.T.E. New Delhi, Govt. of Maha. Affiliated to SPPU University of Pune.)
S.No. 58, Indrayani Nagar, Handewadi Road, Hadapsar Pune-28.
Ph: 020-26970862 TeleFax: 020-26970913
Email: director.jsmr@jspm.edu.in | Website: www.jspmjsmr.edu.in



Prof. Dr. Tanaji Sawant
B.E.(Elect.), PGDM, Ph.D
FOUNDER SECRETARY

Dr. Manohar Karade
Ph.D., UGC-SET, MBA-HRM
M.A.-ENG, B.Ed, DIT
Incharge Director

Discipline & Anti Ragging Committee

According to AICTE requirement Anti Ragging Committee for the year 2021-22 has been formed as follows:

Sr. No.	Name of the Member	Designation
1.	Dr. Manohar Karade	Chairman - Director
2.	Prof. Pradnya Kulkarni	Member – Faculty Representative
3.	Prof. Reuben Umap	Member – Faculty Representative
4.	Mrs. Rupali Mali, Assistant Police Inspector, Crime Branch, Pune	Member – Police Representative
5.	Dr. Archana Seth, Gynaecologist – Noble Polyclinic, Pune	Member – Social Representative
6.	Prof. Yashwant Dhaval, Marshal Arts Expert	Member – Local Media
7.	Arjun Vedant	Member – Parents Representative
8.	Subhas Dhurgude	Member – Parents Representative
9.	Mohan Umerje	Member – Parents Representative
10.	Sumil Jadhav	Member – Parents Representative
11.	Mrs. Anita Kamble	Member – Non Teaching Representative

According to AICTE requirement Anti Ragging Squad for the year 2021-22 has been formed as follows:

Sr. No.	Name of the Member	Designation
1.	Dr. Manohar Karade	Chairman - Director
2.	Prof. Umesh Nath	Member – Faculty Representative
3.	Prof. Reuben Umap	Member – Faculty Representative
4.	Mrs. Anita Kamble	Member – Non Teaching Representative
5.	Mrs. Karishma Gore	Member – Non Teaching Representative

Roles & Responsibilities:

- To ensure overall disciplined environment in the college
- To initiate timely action against erring students
- To sensitise students about the evils of ragging and its prevention of the same in the college
- To address complaints about ragging as per the Govt. and University procedures
- To uphold and comply with the directions of the Hon'ble Supreme Court and be vigilant on any acts amounting to ragging



Karade
Dr. Manohar Karade
DIRECTOR
J. S. P. M.'S
Jayawant Rao Sawant Institute
Of Management & Research
Hadapsar, Pune - 411 028



JAYAWANT SHIKSHAN PRASARAK MANDAL'S
**JAYAWANTRAO SAWANT INSTITUTE
OF MANAGEMENT & RESEARCH, PUNE**
(Approved by A.1 C.T.E. New Delhi, Govt. of Maha. Affiliated to SPPU University of Pune.)
S.No. 58, Indrayani Nagar, Hadapsar Road, Hadapsar Pune-26.
Ph: 020-26970882 TeleFax: 020-26970913
Email: director.jsimr@jspm.edu.in | Website: www.jspmjsimr.edu.in



Prof. Dr. Tanaji Sawant
B.E.(Elect.), PGDM, Ph.D
FOUNDER SECRETARY

Dr. Manohar Karade
Ph.D., UGC-SET, MBA-HRM
M.A.-ENG, B.Ed, DIT
Incharge Director

Entrepreneurship Development Cell

Vision: To be well acknowledged centre of brilliance for entrepreneurship development to create successful entrepreneurs.

Mission: To encourage entrepreneurial philosophy, support and assist the business knowledge. Increase aspiring entrepreneurs into proved principled and lively business leaders. Formation of ED cell is as follows:

1. ED Cell Head: Dr. Manohar Karade
2. Industry expert: Mr. Suresh Umap
3. Staff Member: Prof. Umesh Nath
4. Student Coordinator: Mr. Onkar Kashid
5. Student Coordinator: Miss. Ishrat Ansari
6. Alumni/Entrepreneur: Mr. Sunil Mali
7. Alumni/Entrepreneur: Mr. Dyaneshwar Aghav
8. Alumni/Entrepreneur: Mr. Avdhoot Barde
9. Alumni/Entrepreneur: Mr. Harshad Kugaonkar
10. Alumni/Entrepreneur: Ms. Sonal Chaudhari

Duties & Responsibilities of ED Cell:

- To instil within the students and faculty and the necessity and value of Enterprise Development
- To encourage ethnicity of innovation to enterprise among the students
- To enable the students to remain self-reliant in their employment
- To make every effort for building a rapport with the leading educational institutes who are well versed with EDC
- To raise the social entrepreneurship by providing hands on training as well as distance education
- To develop self-esteem of young entrepreneurs through mentorship and networks
- To organize seminar, IPR session and Knowledge session under ED Cell



Karade
Dr. Manohar Karade
DIRECTOR
Dr. S. P. M.'S
Jayawant Rao Sawant Institute
Of Management & Research
Hadapsar, Pune - 411 028



JAYAWANT SHIKSHAN PRASARAK MANDAL'S
**JAYAWANTRAO SAWANT INSTITUTE
OF MANAGEMENT & RESEARCH, PUNE**

(Approved by A.1.C.T.E. New Delhi, Govt. of Maha. Affiliated to SPPU University of Pune.)
S.No. 58, Indrayani Nagar, Handewadi Road, Hadapsar Pune-26.
Ph. 020-26970862 TeleFax: 020-26970913
Email: director.jsimr@jspm.edu.in | Website: www.jsimr.edu.in



Prof. Dr. Tanaji Sawant
B.E.(Elect.), PGDM, Ph.D
FOUNDER SECRETARY

Dr. Manohar Karade
Ph.D., UGC-SET, MBA-HRM
M.A.-ENG, B.Ed, DIT
Incharge Director

Library Committee

Dr. Manohar Karade - Chairman

Prof. Reuben Umap – Member

Prof. Umesh Nath – Member

Govind Raut - Student Member

Prachi Kavitkar - Student Member

Prof. Amol Marade – Secretary

Roles & Responsibilities:

1. To advise the Library staff for the proper up keep of the library
2. To suggest measures to maintain the sanctity of the library and to attend to the readers grievances
3. To organize book week, book talks, book display on special occasions
4. To advise and help in computerization of the library
5. To acquire books for the book bank and to distribute to the deserving students
6. To conduct competitions for literary events like debates, elocutions and so on within the college
7. To order new books and journals as per the requirement
8. To display notices regarding inter and intra literary events
9. To publish magazine/journal every academic year
10. To encourage students to attend literary events outside college
11. To order books, journals, magazines and periodicals
12. To renew the subscription of journals and magazines and periodicals
13. Any other duties the Director may assign.



Karade
Dr. Manohar Karade
DIRECTOR
Dr. S. P. M.'S
Jayawant Shikshan Prasarak Mandal
Jayawant Shikshan Prasarak Mandal
Hadapsar, Pune - 411 028

IQAC FORMATION FOR A.Y.2021-2022



JAYAWANT SHIKSHAN PRASARAK MANDAL'S
**JAYAWANTRAO SAWANT INSTITUTE
OF MANAGEMENT & RESEARCH, PUNE**

(Approved by A. I. C. T. E. New Delhi, Govt. of Maharashtra, Affiliated to SPPU University of Pune.)
G. No. 58, Indrayani Nagar, Handewadi Road, Hadapsar Pune-41
Ph. 020-26970982 Telefax: 020-26970913
Email: director.jspm@jspm.edu.in | Website: www.jspm.edu.in



Prof. Dr. Tanaji Sawant
BE.(Elect.), PGDM, Ph.D
FOUNDER SECRETARY

Dr. Manohar Karade
Ph.D., UGC-SET, MBA-HRM
MA.-ENG.B.Ed, DIT
Incharge Director

Ref: JSPM's JSIMR/ IQAC/2021-22/32

Dated: 01-12-2021
Email: iqac.jsimr@gmail.com.

Subject No.1: To confirm and finalise the formation of IQAC in the Institute

Brief Note: As per the Norms of the UGC and IQAC (Internal Quality Assurance Cell) was formed in the institute. There were total 14 members in the IQAC. The composition was decided as follows.

IQAC (Internal Quality Assurance Cell) Formation for 2021-22			
Sr.No	Designation	No.	Name of the Member
1	IQAC Chairperson & Director	1	Dr. Manohar Karade – Director JSPM's - JSIMR
2	Administrative Officers	2	1) Mr. Amol Marade 2) Mrs. Anita Kamble
3	3 to 8 Teachers	6	1) Prof. Reuben Umap 2) Prof. Umesh Nath 3) Prof. Pradnya Kulkarni 4) Prof. Vinay Bhalerao 5) Prof. Sandeep Raskar 6) Prof. Amol Nikkam
4	Management Member	1	Dr. Ravi Joshi, President - College Development Committee, JSIMR
5	Alumni Representative	1	Mr. Sunil Mali - Entrepreneur
6	Employee / Industrialist	1	Mr. Vikas Raina – CEO, Eicher Group - Pune
7	Employee / Industrialist	1	Mr. Rajendra Singh Thakur – GM-Times of India - Pune
8	IQAC Coordinator	1	Dr. Kalpana Lodha
	Total Members	14	

Dr. Kalpana Lodha
IQAC – Coordinator



Karade
Dr. Manohar Karade
DIRECTOR
J. S. P. M.'S
Jayawant Shikshan Prasarak Mandal
Institute of Management & Research
Hadapsar, Pune - 411 028