

Jagdamba Education Society's  
**S.N.D. COLLEGE OF PHARMACY**

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

- Approved by PCI New Delhi
- AICTE New Delhi
- DTE, Govt. of Maharashtra, Mumbai
- Affiliated to Savitribai Phule Pune University, Pune

- Phone : (02559) 225041
- Fax : (02559) 225042
- Email - sndcollegeofpharmacy@rediffmail.com
- Web. - www.sndpharmacy.com

Outword No. SNDCOP/B.ph./M.ph./

Date : / /20

**Research Advisory Committee-2018-19**

Sr. no.	Name	Affiliation	Designation
1.	Dr. R.S. Kalkotwar	Principal, SND College of Pharmacy	Chairman
2.	Prof. Y. P. Sharma	HOD, Dept. of Pharmaceutics	Member
3.	Mrs. Amruta Bhingare	HOD, Dept. of Pharmacology	Member
4.	Mrs. Kavita Sharma	HOD, Dept. of Pharmacognosy	Member
5.	Prof. P. S. Dabhade	HOD, Dept. of Pharmaceutical chemistry	Member
6.	Mr. A. U. Gayke	Academic Incharge	Member
7.	Dr. R. B. Laware	Asso. Prof., PRCOP Loni	Member
8.	Dr. N. S. Dighe	Asso. Prof., PRCOP, Loni	Member
9.	Mr. Kiran Karande	Export from industry	Member
10.	Mr. Anil Shelar	Export from industry	Member



**Principal**  
S. N. D. College of Pharmacy  
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NAAC Accredited with 'B' Grade

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Phone : (02559) 225041 / 42

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Web - [www.sndpharmacy.com](http://www.sndpharmacy.com)

Hon. Shri. Narendra B. Darade  
President, Jagdamba Education Society, Yeola.  
MLC, Govt. of Maharashtra

Hon. Shri. Kishor B. Darade  
Director, Jagdamba Education Society, Yeola.  
MLC, Govt. of Maharashtra

Outword No. SNDCOP/B.PH./M.PH./D.PH./2019-2020/1

Date: 01/10/2019



Jagdamba Education Society's  
SND COLLEGE OF PHARMACY  
Babhulgaon, Tal- Yeola, Dist-Nasik.

## COLLEGE DEVELOPMENT COMMITTEE

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

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

  
Principal

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Babhulgaon, Tal. Yeola (Nasik)



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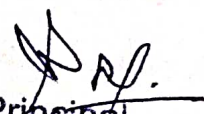
# SND College of Pharmacy

Babhulgaon Tal – Yeola Dist – Nashik

## MEMBERS OF GOVERNING BODY

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



  
Principal

S. N. D. College of Pharmacy  
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Jagadamba Education Society's  
**S.N.D COLLEGE OF PHARMACY**

At. Babhulgaon, Tal- Yeola, Dist- Nashik (Maharashtra)

## ANTIRAGGING COMMITTEE

Sr. No.	Members	Contact No.
1.	Dr. Kalkotwar R. S. (Principal)	9420657578
2.	Mr. Mahadik Raosaheb (Executive Magistrate)	02559(265005)
3.	Mr. Dhere Ranjit (Police Inspector)	02559(265016)
4.	Mr. Dabhade Shivaji (Civil representative)	8446656249
5.	Mr. Vinchu Santosh (Media representative)	9881131087
6.	Mr. Kabra Nitin (Representative of Youth activities)	9423176219
7.	Mr. Dhule B. A. (Parent representative)	9665384536
9.	Mr. Sharma Y.P. (Staff Member)	9420226225
10	Mrs. Jadhav P. B. (Staff Member)	9423053461
11.	Mr. Katkade S.K. (Non teaching staff)	9637068154
12.	Mrs. Borade Magal (Hostel Rector)	7448077425
13.	Mr. Pund Aniket (Student representative)	7066429645
14.	Ms. Pawar Pooja (Student representative)	7447378753
15.	Mr. Fartale Niraj (Student representative)	9970757694
16	Ms. Shinde Gayatri (Student representative)	7507985593
<b>ANTIRAGGING SQUAD</b>		
1.	Mr. Gayke A.U.	9730477313
2.	Mrs. Sharma K.S.	9881857172
3.	Mrs. Dabhade M. P.	8446492842
<b>POLICE STATION</b>		
1.	City police station, Yeola	02559 (265016)
2.	Gramin police station, Yeola	02550 (265073)



  
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Babhulgaon Tal – Yeola Dist – Nashik

## MEMBERS OF LMC

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



Principal  
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**SND COLLEGE OF PHARMACY**  
Babulgaon, Tal. Yeola, Dist. Nashik

Committee for academic year 2021-22

Teaching

Sr. no	Name of Committee	Members	Work-Responsibilities
1	Principal	Dr. Kalkotwar R.S	Over all head of All Committee
	Academic In charge (UG)	Mr. Gayke Amol	Time table setting, alteration of TT if required, day to day class management, replacement for absent teacher, Attendance register distribution, collection at the end of the academic session and storing them for inspection Observation on the quality of teaching, check on teaching of new staff, month wise information regarding engaged classes, keeping record for GPAT cleared students, daily report check and sign, reporting time for both teaching and nonteaching staffs
	Academic In charge (PG)	Mr. Gaikwaqd S.S.	
3	Exam In charge (UG)	Mr. Palghadmal Prashant	Exam notifications, conducting of exams, co ordination with University regarding exams and examiner, co ordination with central office regarding remuneration of examiners, mother register maintenance of sessional marks. call back assessed paper marks within a week
	Exam In charge (PG)	Mr. Dabhade P. S.	
4	Admission committee 1. Head 2. Counseling & ARC	Dr. Kalkotwar R.S Mrs Jain U. N. Mr. Gavli G.B.	Planning & implementation of plan for every year's admission process.
5	Seminar ,Conference, workshop and Guest Lectures, Academic & Research coordinator, Student Welfare Officer Research Activity & Publication	Mr. Dabhade P. S.	Planning for seminar, conference and GL and communication with the resource person, revenue of funds for the same and arranging of the same, Coordination with the University, pren of proposals ( BCUD), construction of student council, co-ordination with staffs for their research activity, coordination of staff and student participation at different level, coordination for publication and maintaining the records .
6	Store Department In charge	Mrs.Prerana Jadhav	Collection of requirement of chemicals, glassware's and equipment from each staffs (diploma, UG and PG) , call for quotation from vendor, comparison and coordination for purchase( management and supplier) , Physical verification( store and labs) breakage calculation and collection, maintenance and



			verification of furniture and equipments, record keeping and maintenance of all sorts of dead stock registers, keeping records of lending things and getting them back.
7	Training & Placement Committee	Mr. Gaikwad S.S.	Co ordination with the industries for campus, training arrangement, issue of training cert., maintenance of records
8	Sports( in door / out door)	Mr.Amol Gayke Mr.	Arrangement for annual sports competition, indoor as well as out door, participation in different events of uni, other college, state level and national level
9	Cultural Committee (Certificates & Trophy)	<b>Mrs. Sharma K.S</b> (Co-ordinator) Mrs Jain U.N Miss Bhingare A.V Mr.Aglawe SB	Formation of committee, Arrangement for annual cultural competitions, participation in different events of uni, other college, state level and national level. Prepare certificates & trophy for sports and cultural events.
10	Discipline Committee	Mrs. Sharma K.S Mr. Dabhade P.S. Mr .Jain U.N. Mr. Mr.Sharma Y.P.	Checking of College uniform week wise, reporting time for students, cleanliness ,
11	Class In-Charge	I-Yr – Mrs. Jadhav P.B. II-Yr – Jamdhade A.A. III –Yr – Mr. Waghmare S.A. IV –Yr. – Mrs.Bhingare A.V.	Check on daily attendance, collection of monthly attendance report from each staff for each subject, analysis and reporting to Mr. Patil P.B. also informing to parents regarding attendance by (SMS, letter or phone), record for all communication, decisions for attendance short falls to academic in charge. Then academic in charge should forward it to principal or vice principal for further action
12	<b>H.O.D.'s (UG &amp; PG)</b> 1.Pharmaceutics 2.Pharmacology 3.Pharmacognosy 4.Pharma.Chemistry 5. QAT	Mr. Sharma Y.P. Mrs Bhingare A.V. Mrs. Sharma K.S Mr. Dabhade P. S. Dr. Kalkotwar R.S	Laboratory maintenance & development, day to day observation for experiment conduct, requirement (judicial) for chemicals and equipments, daily register completion, check on breakage, maintenance of chemicals and equipments, departmental meeting, solution for day to day problems Selection and preserving 5 best practical copies for inspection. Preparation of lab Manuals for each subject through individual subject teacher. SOP's preparation for each M/C, Laboratory time table display.
13	AICTE- Documentation	Mr.Aglawe S.B.	Check on daily notification at different official sites, perception and implementation of notices, annual form fill-up and document preparation for inspections, helping to carry out the inspection.
14	PCI- Documentation	Ms Palwe Varsha	
15	LIC(University of Pune) & NAAC Documentation	Mr. Dabhade P. S.	
16	Library	Mrs Dabhade M.P.	NAAC Work distribution & Documentation Call for requirement from each staff, preparation for book list, contact different vendors for book purchase, call for quotation, purchase of books , physical verification and maintenance, repairing of damaged books, check on day to day issue, binding of old journals year wise,
17	Computer In charge	Mr.Ganesh Gawali	Daily usage data, physical verification and maintenance, new requirement, contact different vendors for purchase, call for quotation, purchase of parts of computers or whole, website updates
18	Alumini meet	Mr. Gaikwad S.S.	Alumina registration of final yr pass out students.



19	Magazine	Dr. Kalkotwar R.S Mrs. Kavita Sharma(Hindi) Mrs.Dabhade M.P. (Marathi)	Printing of magazine yr wise, coordination with the management for last year publication, sponsor coordination for revenue generation. With the students for articles
20	Educational/ Industrial Visit	Mrs. Dabhade M.P. Mrs. Jadhav P.B.	Communication with different Industries for visit and arrangement and coordination with the student for the same
21	Animal House In charge and CPCSEA meeting	Miss. Bhingare A.V	Maintenance and record keeping as per CPCSEA animals, feed and cleanliness of AH. Contact different vendors, call for quotation , purchase of animal
22	Purchase committee	Dr. Kalkotwar R.S Mr. Bhojne Sunil	Collection of requirement and coordination with store, library, office and HOD's, coordination with the management for further action
23	NSS Officer	Mr. Anol Gayke Mrs. Palwe Varsha	Arrangement of NSS camps coordination with the university as well as management.
24	Anti-Ragging	Dr. Kalkotwar R.S Mr. Patil P.B Mr. Jadhav V.B. Mrs. Jadhav P.B. (documentation)	Strict vigilances in the college and premises, if found any one guilty proper measure should be taken, Gov. rules to be displayed and old students should be warned time to time.
25	Medicinal Garden	Mrs. Sharma K.S Mr. Palghadmal P.S.	Maintenance, new plantation, display board, coordination with the agriculture for maintenance.
26	Second year project In-charge (Environment)	Mr. Bagul T. P.	Coordination with the student, allotment of topic and guidance, notification and display of notification, coordination with examination department
27	Maintenance & Warehouse Store In-charge	Mr. Bhojne Sunil	Observation of functioning and Maintenance of equipment and building, solution for any urgent need or requirement
28	Governing Body Meeting & LMC	Mr. Dabhade P.S./ Mr. Katkade S.A.	Meeting arrangement, notification, coordination with the nominee, appointment and arrangement, Preparation of minutes of the meeting, implementation and ATR, keeping records
29	Staff Meeting	Mr. Gayke Anol	Meeting arrangement, notification, coordination with the nominee, appointment and arrangement, Preparation of minutes of the meeting, implementation and ATR, keeping records
30	Women Grievance Redressal Student welfare officer	Miss. Waghmare S.A Mrs. Dabhade M.P.	Solving problems of girls in college by taking time to time meetings with girls representatives.

### Non-Teaching

Sr.no	Name	Work-Responsibilities
1	Librarian Mrs. Vaishali Dharamkar	Call for requirement from each staff, preparation for book list, contact different vendors for book purchase, call for quotation, purchase of books , physical verification and maintenance, repairing of damaged books, check on day to day issue, binding of old journals year wise, issue of books to the students, entry to DIR everyday.

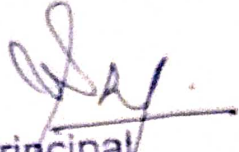


1	Asst. Librarian Mr. Mahave	Follow and carryout all the instruction given by Librarian, issue of books to the students, duty to DIR everyday
2	Book Lifter Kiran Salve	Issue of books to the students, lifting and arranging books to the shelf after use
3	Mr. Katkade S.K Asst. Vikram Kanyane	Keeping and maintaining the records and Office files, personal files, student details, student files, Coordination with the staffs of different committee's and body of AICTE, DTE, PCI, LIC, CPCSEA, GB, LAMB, LAC, Preparation and giving away of all certificates as required and keeping the records of same
4	Mrs. Galkwad Rajashree	Accountancy and salary, Keeping and maintaining the records of all sorts of scholarships, maintaining files for the same, Keeping and maintaining the records of reserve student details & student files, Coordination with different related official body regarding the same, keeping and maintaining of all records related to account section, SSS of B. Pharm.
5	Mr. Mayur Khanapure	Keeping and maintaining the records of admission and payment details of each students, coordination with the student and office regarding the same, SSS of M. Pharm. Check on daily attendance musters.
6	Establishment	Keeping coordination with Mr. Katkade S.K and Mrs. Galkwad R.P, typing of all official matters including notices of all committees, all external affairs (like post courier and similar jobs)  Receiving leave application which is accepted by academic in charge and vice principal respectively and granted by principal, keeping and maintaining the records of leave of teaching and non teaching staffs, coordination and visiting University, AICTE, DTE, PCI, LIC, CPCSEA, GB, LAMB, LAC, whenever and wherever required, Service book, Roaster
7	Lab- Assistants	Maintaining the labs and conducting practical's as per schedule, receiving, using of chemicals and glassware's, keeping and maintaining the records of all chemical and stationary used for daily practical and exams, check on daily cleanliness of lab, maintenance of lab, Maintaining of dead stock register of related lab,
8	Lab- Attendants	Proper cleanliness of lab before and after the practical s dusting and brooming, maintenance of lab, helping Lab assistant in all respect right from the water management to cleaning of garden.
9	Peon	Carry out the orders and requests of respective staffs and keeping coordination with the lab staffs and office staffs.
10		



11	Sweepers	Cleaning of floor, corridors, classrooms, Labs office daily, dusting and wiping of doors skirting and windows twice in a week and all these should be supervised by Mr Pawar , in case any complain it should reported to Mr Pawar
12	Gardeners	Cleanliness , watering , maintenance and plantation of medicinal garden and college periphery



  
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