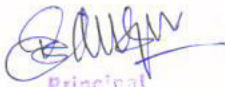



6.2.2 The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The organizational structure of Shrimati Sindhutai Jadhao Arts and Science is properly established. As the college is affiliated to Sant Gadge Baba Amravati University, Amravati, the setup is in accordance with the guidelines laid by S. G. B. Amravati University, Amravati.

- College follows directives, regulations, and Circulars issued by the Department of Higher Education, Government of Maharashtra and Sant Gadge Baba Amravati University, Amravati.
- Substantive posts of teaching staff are filled on the recommendation of the Maharashtra Government and UGC regulations.
- Many Academic committees like Admission and Examination committee assist the principal in successfully regulating the academic system.
- The sexual Harassment Redressal cell and the Grievance Redressal cell are always on the lookout for ways to keep the college-campus complaint-free.
- Departments conduct parents-teacher meetings on a regular basic, serving as a link between parents and teachers. However, such meetings could not be held during the corona epidemic

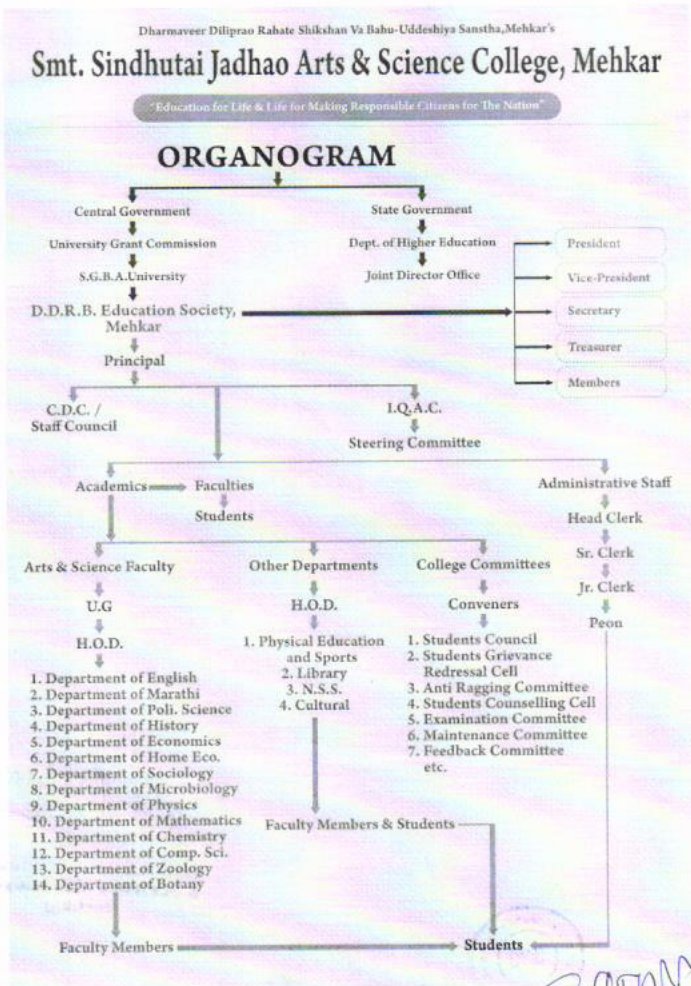



Principal
Smt. Sindhutai Jadhao Arts
& Science Mahavidyalaya
Mehkar


Coordinator - IQAC
Smt. Sindhutai Jadhao College
Mehkar, Dist. Buldana

The working information of the organization is as follows-

The Organogram of Institute:



Coordinator - IQAC

**Smt. Sindhutai Jadhao College
Mehkar, Dist. Buldana**

**Principal
Smt. Sindhutai Jadhao Arts
& Science Mahavidyalaya
Mehkar**

Board of Management:

The Board of Management is the highest body. The Board of Management plays an important role in the proper management of the college. To decide the approach for the development of the college, to approve the budget, to assist the principal in terms of overall development of the college. Linking tools between different departments and principals. Hon'ble MP Shri Prataprao Jadhao is the President of the Society.

College Development Committee:

The College Development Committee decides the policy for the development of the college. A decision made by the committee is forwarded to IQAC and the principal for the proper implementation regarding it.

IQAC:

IQAC follow up of all the departments and all internal committees as well. IQAC sends decisions on all learning processes to the management and principal for taking suitable decisions.

Creating a student-centered environment as well as documenting the activities of various programs of the college, which will help for the improvement of the quality in higher education

Principal:

The principal is the chief executive officer of the college. The principal is the pivot of the college who governs all the activities. He always tries to develop the right working methods for the development of the college. He frequently supervise all the educational programs/ activities of the college for the overall development



B. J. J.
Coordinator - IQAC
Smt. Sindhutai Jadhao College
Mehkar, Dist. Buldana

Principal
Smt. Sindhutai Jadhao Arts
& Science Mahavidyalaya
Mehkar

Principal looks into the matter like deciding and implementing the annual development plan of the college. Paying attention at the admissions, concessions, scholarships, courses, examinations, etc. of the students and to make efforts for the development. Dr. B. R. Lahorkar is the principal of college, who governs all the academic and non academic activities.

Duties of HOD:

Ensuring and implementing the objectives of the department. To plan and implement academic planning in consultation with the professors of the department. To encourage research to the professors in the department. to strive for the development of the department. Arranging special classes is necessary for the benefits of the students. To prepare the budget proposal of the department for each academic year and to fix this expenditure in accordance with the management.

Duties of Faculty:

To develop curriculum , educational resource materials and laboratory. To strive for the development of the students and the development of the organization. Completing the course. Assessing students with exams. Acting as a parent and counselor for students. To develop new knowledge and skills in students. Assisting HOD.



Principal
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Boad
Coordinator - IQAC
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