

## **2.5.2**

### **1. Examination committee**





PADMASHREE DR. VITHALRAO VIKHE PATIL FOUNDATION'S

# COLLEGE OF PHARMACY

Vilad-Ghat, P.O.- M.I.D.C., AHMEDNAGAR (MS)

Phone No. (0241) 2778044 / 2777180 / 277217,

Fax No.: (0241) 2778044

E-mail ID : pdcophanrr@rediffmail.com

Permanently Affiliated to University of Pune, Pune.

Approved by AICTE, PCI, New Delhi & Recognized by UGC,  
New Delhi.



Ref. No.: Coph/Esstt/2014/ 85801

Date : / /2014

2 JUL 2014

## :: OFFICE ORDER ::

All the following staff members are hereby informed that, we have constituted the following committees for smooth conducting of academic of the College. Beside of their academic activity, they have to perform the following responsibilities given against their names.

### Academic Committee :

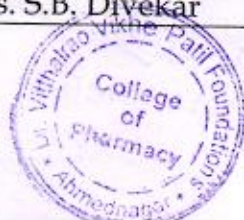
Sr.No.	Name	Designation	Post
01.	Prof. Dr. P.Y. Pawar	Principal	Chairman
02.	Prof. K.N. Tarkase	Asstt. Professor	Member
03.	Prof. Mrs. N.S. Pawar	Asstt. Professor	Member
04.	Prof. Mrs. M.K. Tarkase	Asstt. Professor	Member

### Examination Committee :

Sr.No.	Name	Designation	Post
01.	Prof. Dr. P.Y. Pawar	Principal	Chairman
02.	Prof. Dr. R.L. Sawant	Professor	Member
03.	Prof. A.P. Deshpande	Asso. Prof.	Member
04.	Prof. K.N. Tarkase	Asstt. Professor	Member
05.	Prof. Mrs. N.S. Pawar	Asstt. Professor	Member
06.	Prof. Mrs. R.S. Joshi	Asstt. Professor	Member
07.	Prof. V.V. Nimbalkar	Asstt. Professor	Member
08.	Shri. R.B. Mhaske	Office Supdt.	Member

### Store Committee :

Sr.No.	Name	Designation	Post
01.	Prof. Dr. P.Y. Pawar	Principal	Chairman
02.	Prof. A.P. Deshpande	Asso. Prof.	Member
03.	Prof. A.K. Nangare	Asstt. Professor	Member
04.	Shri. R.A. Bhosale	Lab. Asstt.	Member
05.	Shri. K.P. Vikhe	Lab. Asstt.	Member
06.	Miss. S.B. Divekar	Sr. Clerk	Member



*(Signature)*  
Principal  
Dr. V.V.P.F.'s College of Pharmacy  
Vilad Ghat, Ahmednagar

Contd. Page 2/-



**Library Advisory Committee :**

Sr.No.	Name	Designation	Post
01.	Prof. Dr. P.Y. Pawar	Principal	Chairman
02.	Prof. Dr. R.L. Sawant	Professor	Member
03.	Prof. Ms. J.B. Wadekar	Asstt. Professor	Member
04.	Mrs. S.A. Virole	Astt. Librarian	Member Secretary

**Training & Placement Cell :**

Sr.No.	Name	Designation	Post
01.	Prof. Dr. S.Z. Chemate	Professor	Coordinator
02.	Prof. A.W. Ambekar	Asstt. Professor	Member
03.	Prof. A.K. Nangare	Asstt. Professor	Member
04.	Prof. S.A. Hapse	Asstt. Professor	Member
05.	Prof. N.S. Mhaske	Asstt. Professor	Member

**Hostel Committee :**

Sr.No.	Name	Designation	Post
01.	Prof. Dr. P.Y. Pawar	Principal	Chairman
02.	Prof. H.J. Pagar	Asstt. Professor	Member
03.	Prof. Ms. J.B. Wadekar	Asstt. Professor	Member
04.	Ms. Kamli Gignisha	Student	Member

**Research Committee and Patent Cell :**

Sr.No.	Name	Designation	Post
01.	Prof. Dr. R.L. Sawant	Professor	Chairman
02.	Prof. Ms. J.B. Wadekar	Asstt. Professor	Member
03.	Prof. A.W. Ambekar	Asstt. Professor	Member
04.	Prof. M.A. Raskar	Asstt. Professor	Member
05.	Prof. G.R. Godge	Asstt. Professor	Member

**Sexual Harassment Control Committee:**

Sr.No.	Name	Designation	Post
01.	Prof. Dr. P.Y. Pawar	Principal	Chairman
02.	Prof. Mrs. N.S. Pawar	Asstt. Professor	Member
03.	Prof. Mrs. M.K. Tarkase	Asstt. Professor	Member
04.	Mrs. S.A. Virole	Asstt. Librarian	Member
05.	Ms. Ashwini Diwate	Student	Member



*(Signature)*  
Principal  
Dr. V.V.P.F's College of Pharmacy  
Vilad Ghat, Ahmednagar

Contd. Page 3/-



**Alumni Committee:**

Sr.No.	Name	Designation	Post
01.	Prof. K.N. Tarkase	Asstt. Professor	Chairman
02.	Prof. Mrs. N.S. Pawar	Asstt. Professor	Member
03.	Prof. H.J. Pagar	Asstt. Professor	Member
04.	Prof. A.W. Ambekar	Asstt. Professor	Member
05.	Prof. B.Y. Mane	Asstt. Professor	Member
06.	Prof. S.A. Hapse	Asstt. Professor	Member
05.	Mr. Sahil Maniyar	Student	Member

**Cultural Committee:**

8Sr.No.	Name	Designation	Post
01.	Prof. Ms. J.B. Wadekar	Asstt. Professor	Chairman
02.	Prof. Mrs. N.S. Pawar	Asstt. Professor	Member
03.	Prof. Mrs. R.S. Joshi	Asstt. Professor	Member
04.	Prof. Mrs. M.K. Tarkase	Asstt. Professor	Member
05.	Prof. Mrs. S.R. Vikhe	Asstt. Professor	Member
06.	Ms. Gauri Dhamale	Student	Member

**Anti-Ragging Committee :**

Sr.No.	Name	Designation	Post
01.	Prof. K. N. Tarkase	Asstt. Professor	Chairman
02.	Prof. A.W. Ambekar	Asstt. Professor	Member
03.	Prof. H. J. Pagar	Asstt. Professor	Member
04.	Prof. Mrs. N.S. Pawar	Asstt. Professor	Member

**Anti-Ragging Squad :**

Sr.No.	Name	Designation	Post
01.	Prof. B.V. Bhagat	Asstt. Professor	Chairman
02.	Prof. A.K. Nangare	Asstt. Professor	Member
03.	Prof. G.R. Godge	Asstt. Professor	Member
04.	Prof. V.V. Nimbalkar	Asstt. Professor	Member
05.	Prof. M.A. Raskar	Asstt. Professor	Member
06.	Prof. J.B. Wadekar	Asstt. Professor	Member
07.	Prof. R.S. Joshi	Asstt. Professor	Member



*A. V. Patil*  
Principal  
Dr. V.V.P.F.'s College of Pharmacy  
Vilad Ghat, Ahmednagar

Contd. Page 4/-



**Grievance Redresal Cell :**

Sr.No.	Name	Designation	Post
01.	Prof. Dr. P.Y. Pawar	Principal	Chairman
02.	Prof. Dr. R.L. Sawant	Professor & Head	Member
03.	Prof. Mrs. M.K. Tarkase	Asstt. Professor	Member

**Note :** All the members of respective committees should conduct minimum two meeting in a semester and maintain a proper file of the minutes of meeting.



*[Handwritten Signature]*  
Principal  
College of Pharmacy,  
Ahmednagar.

**Copy to :**

- 1) Hon. Secretary General,
- 2) Hon. Director (Technical), Pad. Dr.V.V. Patil Foundation, Ahmednagar.
- 3) All above committee members.



*[Handwritten Signature]*  
Principal  
Dr. V.V.P.F.'s College of Pharmacy  
Vilad Ghat, Ahmednagar



## **2.5.2**

### **2. Mechanism to deal with examination grievances**





PADMASHREE DR. VITHALRAO VIKHE PATIL FOUNDATIONS  
**COLLEGE OF PHARMACY,**

VILAD GHAT, PO. MIDC, AHMEDNAGAR (MS)  
Phone No. (0241) 2778044 /2777217. Fax No. (0241) 2778044  
E-mail ID : pdcophanrr@rediffmail.com  
Permanently Affiliated to University of Pune, Pune.  
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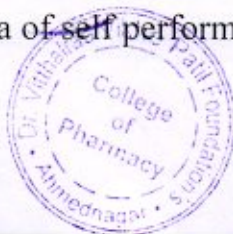
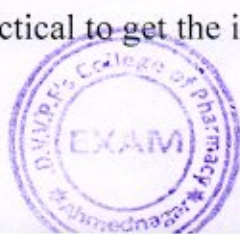


Date : 03/01/2015

## Mechanism to deal with examination grievances

Mechanism to deal with examination related grievances is transparent, time bound and efficient. At institute level an examination committee is framed which comprises Principal, College Examination Officer and other teaching and non teaching staff. The same committee members play a role of grievance cell to resolve any sort of issues regarding examination activities.

- The institute follows all the rules and regulations given by the university while conducting internal and external examination.
- The information about the examination and evaluation pattern, weightage of internal and external marks to the student and their parents is communicated at the time of induction program.
- The activities under continuous mode are conducted by the concern subject teacher as per the need of the subject.
- The notice, time table for each examination is prepared well in advance and it is circulated and displayed on notice board.
- At the time of Sessional examination, if the student point out any discrepancy in question paper he/she may report to supervisor ,than the supervisor immediately convey the message to examination incharge and concern subject teacher and get resolved.
- After Sessional examination the answer papers are given to the subject teacher and get evaluated in stipulated time.
- The answer papers are shown to the students in classroom or at the time of practical to get the idea of self performance or self assessment.



*[Signature]*  
Principal

Dr.V.V.R.P.'s College of Pharmacy  
Vilad Ghat, Ahmednagar



- If the student have any query regarding any answer or marks given, it is clarified on the spot by subject teacher. With this complete transparency is maintained between students and teachers.
- If the student has still any doubt then the concern subject teacher discuss the problem with the members of grievance cell and resolves it.
- Finally the corrected mark list is prepared and displayed on notice board.
- Grievances regarding online system of university work like change in pattern, form filling, mistake in subject, and name of student are notified to student section.
- Student section either telephonically or by sending mail to university get clarify the problem and resolve it , for the same grievance register is maintained.
- Grievances related to university question paper such as question out of syllabus, incorrect mark distribution, repetition of question are addressed to College Examination Officer. CEO discusses the problem with concern subject teacher and head of department and clarifies by the concerned with university.
- After clarifying and getting authorized message from university the message is immediately communicated to students.
- As per the university norms
  - A. The student can apply for verification.
  - B. He/she can apply for photocopy of answer paper.
  - C. The student have right to challenge the evaluation of answer paper.
- If the student has any difficulty regarding evaluation of university they can take the concern of subject teacher or head of department if necessary.

*Prof. N. S. Pawar*  
**Prof.N. S. Pawar**  
**Exam.Incharge**



*Prof. Dr. P. Y. Pawar*  
**Prof. Dr. P. Y. Pawar**  
**Principal**

**Dr.V.V.P.F's College of Pharmacy**  
**Vilad Ghat, Ahmednagar**





## **2.5.2**

### **3. Application of disable students**



Date: 16/08/2017

To,  
The Principal,  
Vithalrao vikhe Patil collage of pharmacy  
Ahmednagar

Subject - Application for need of assistance in  
Practical examination.

Respected sir,

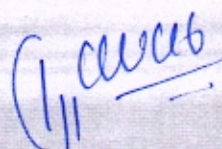
Myself Gaurav Sunil Shingare, studying in final year, Sir I am a physically challenged students so I need a assistant during practical exams so that appearing for practical exams will become easier and convenient for me. So I need the assistance of a person who will perform practicals on my behalf and I will be able to give my exam easily. It is my humble request to you please provide me a good assistant for practical exams

Yours Sincerely



[Gaurav Sunil Shingare]

Received  
MSPawar  
Prof. M. S. Pawar



Dr. P. Y. Pawar  
Principal

College of Pharmacy  
Vilad Ghat, Ahmednagar





## **2.5.2**

### **4. Policies for disable students**





Dr. Vithalrao Vikhe Patil  
Foundation  
Ahmednagar

DR. VITHALRAO VIKHE PATIL FOUNDATIONS  
**COLLEGE OF PHARMACY,**

VILAD GHAT, PO. MIDC, AHMEDNAGAR (MS)

Phone No. (0241) 2778044 / 2777217. Fax No. (0241) 2778044

E-mail ID : pdcophanrr@rediffmail.com

Accredited by NAAC with Grade "B" (CGPA 2.72)

Permanently Affiliated to University of Pune, Pune.

Approved by AICTE, PCI, New Delhi & Recognized by UGC, New Delhi



Coph/Exam/2017-18/04

Date :19/08/2017

## Policies for disable students

For the conduct of examination of physically handicapped or disabled students the following policies and rules are framed by the examination section.

- Policies are applicable only to those disable student having authorized disability certificate issued by the competent medical authority which is submitted at the time of admission.
- The policies will be applicable to all type of examinations.
- At the time of internal as well as external practical examination supporting hand of other students and staff is permissible.
- Additional extra time of 10 mins. For internal theory and 30 mins for external theory examination is permitted.
- Special seating arrangement during examination provided at a suitable place as per the convenience of student.
- As far as possible the examination for the student with disabilities is done on conduct at the ground floor classroom.
- Considering the rules and regulations of examination the helping hand is also provided if needed.
- If any difficulty raised during examination of such students, then they should immediately contact to the examination section.

*18/08/17*  
Prof. N. S. Pawar  
Exam.Incharge



*Pawar*  
Prof. Dr. P. Y. Pawar  
Principal



Principal  
Dr.V.V.P.F.'s College of Pharmacy  
Vilad Ghat, Ahmednagar



अर्ज

Page No.	
Date	

दि -: ~~15/08/2018~~

15/08/2018

मा प्रचार्य

डा पुवार सर,

डा. वि. वि. पा. फा. कॉलेज ऑफ फार्मसी.  
अहमदनगर.

अर्जदार -: जाधव अतुल पांडुरंग

विषय -: अपंगत्वा बाबत.

महोदय,

वरील विषयात विंगंती पुरवक अर्ज सादर करणान येतो. की, मी अतुल जाधव आपल्या कॉलेज मध्ये तृतीय वी वर्षीय शिक्षण घेत असून आहे. मी अपंग असल्यामुळे मला अपंगाची योग्य ती सुवलत देणान यावी. कारण मला माझ्या कॉलेज मध्ये योग्य ती सुवलत मिळत आहे. त्यामुळे मला आपल्या कॉलेज मध्ये अर्ज योग्य ती सुवलत मिळवी ही विंगंती.

तरीही माझा अर्ज स्वीकार करावा ही मला विंगंती.

आपला आताचार्य  
विद्यार्थी  
जाधव अतुल पांडुरंग

अतुल



Print

Scan

Government of Maharashtra

Government of Maharashtra  
Form-IV  
**Disability Certificate**

No. 351034

(In cases other than those mentioned in Forms II and III) (See rule 4)


 जा.क्र./जि.श.सि./अपंग प्रमाणपत्र/.....  
 164)/जि.सा.रु.जालना/दि.....  
 13-6-2016


NAME OF THE HOSPITAL:

District Hospital, Jalna  
(Maharashtra, India)

Certificate Number: 292849

Date: 02/06/2016

This is to certify that I have carefully examined.

Person Identification Number: P151400409172

Aadhar Number: N/A

Shri/Smt./Kum: JADHAV ATUL S/O.PANDURANG MRS.BEBEE

Father Name: Shri/Smt./Kum. MR.PANDURANG JADHAV

Date of Birth (dd/mm/yyyy): 22/3/1997

Age: 19 years

Gender: Male

Permanent Address:

House Address: GARKHEDA

Village: Garkheda

District: Jalna

Taluka: Bhokardan

Pincode: 431114

whose photograph is affixed above, and am satisfied that he / she is a case of **Physical Impairment** disability. His / Her extent of percentage physical impairment / disability has been evaluated as per guidelines and is shown against the relevant disability in the table below :-

Disability	Affected part of Body	Diagnosis	Disability (in %)
Physical Impairment	Ll. U/L, Ll. L/L	LEFT HEMIPLEGIA WITH MILD WASTING	45

1. The Above condition is **Permanent, non-progressive, likely to improve**
2. Reassessment of disability
3. The applicant has submitted following documents as proof of residence: **Aadhar Card**
4. The applicant has submitted following documents as proof of Identity: **Aadhar Card**

(Signature and Seal of Authorised Signatory of notified Medical Authority)

Dr. P. N. ...  
 Medical Officer  
 General Hospital, Jalna  
 Member  
 Regn. No. : 2007/04/0443

Dr. M. K. Rathod  
 Additional Civil Surgeon (Clinical)  
 General Hospital, Jalna.  
 Member Secretary  
 Regn. No. : 55641

Dr. Sarita .D. Patil  
 Civil Surgeon  
 General Hospital Jalna  
 Regn. No. : 86611

Signature/Thumb impression of the person whose favour disability certificate is issued



## 2.5.2

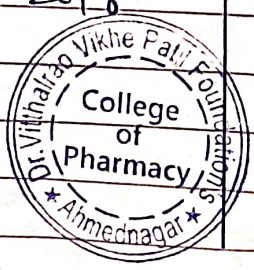
# 5. Grievances record



# Grievances

## Academic Year 2015-2016

Sl	Date	Name of the student/ Staff	class	Problems	Sign.
1)	31/08/2015	Satpute Suraj Dinkar	F.Y.	about subject	
2)	23/08/2015	Prof. A.K. Mangare	S.Y.	Environmental marks on line entry (Telephonically communicated to university)	
3	27/08/2015	Prof. M.K. Tarkase	T.Y.	online link closed before the last date (communicated to University)	
4	27/08/2015	Prof. M.S. Pawar	F.Y.	POCI linked closed before the last date.	
5	31/12/2015	Prof. A.K. Mangare	S.Y.	About environmental science  Solved by University on 31/12/2015 their marks are filled online	
6)	02/01/2016	Prof. R.S. Joshi	M.Pharm.	The subject name of the recent trends in Pharmaceutics, Chemistry & Pharmacology is wrong. Telephonically communicated * The mail is sent to University on 06/01/2016 The mail is resent on 07/01/2016.  The subject name of Pharmaceutics is corrected on 04/01/2016	



**Principal**  
Dr. V.V.P.F's College of Pharmacy  
Vilad Ghat, Ahmednagar