



“Techno-social Excellence”
Marathwada Mitra Mandal’s
INSTITUTE OF TECHNOLOGY
Lohgaon, Pune-411047

INDEX

5.1.4: The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- **Implementation of guidelines of statutory/regulatory bodies**
- **Organisation wide awareness and undertakings on policies with zero tolerance**
- **Mechanisms for submission of online/offline students’ grievances**
- **Timely redressal of the grievances through appropriate committees**

Details of statutory/regulatory Committees

Sr. No	Particulars / Reports	Page No Link
1	Office Order of Anti Ragging Committee & Anti Ragging Squad	<u>002</u>
2	Office Order of Student Grievance Cell / Grievance Redressal	<u>011</u>
3	Office Order of Women's Grievance Cell/ Internal Complaints Committee (Icc)	<u>014</u>



Techno-Social Excellence
Marathwada Mitra Mandal's
INSTITUTE OF TECHNOLOGY (MMIT)
Lohgaon, Pune-411047.

Ref. No.: MMIT/Dean/2022-23/ 12

Date: 11/04/2023

OFFICE ORDER

Functional Committees - Student Affairs

As per this revised office order the following members are assigned responsibilities of respective functional committees of our institution, under the Dean (Student Affairs).

1. Anti Ragging Committee

Sr.	Name of Committee Members	Designation	Department
1	<i>Prof. Dr. R.V. Bhortake</i>	<i>Functional Head</i>	<i>Principal</i>
2	Prof. S.S.More	Member	HOD, Mechanical Engg.
3	Prof. S.G.Rathod	Member	HOD, Computer Engg.
4	Dr. Brian Tucker	Member	Medical Practitioner
5	Mr. Gopal Khandve	Member	Police Administrator
6	Mr. Santosh Shaligram	Member	Journalist
7	Dr. Mrs. Sunita More	Member	Social Worker
8	Mr. Nitin J. Shinde	Member	Business
9	Mr. Pankaj Thombare	Member	Technical Assistant
10	Vedant Atnurkar	Student Member	TE Civil
11	Aishwarya Maval	Student Member	SE Mechatronics
12	Krishna Sarovar	Student Member	BE Mech
13	Rushikesh Bidwe	Student Member	BE Comp

2. Anti Ragging Squad

Sr.	Name of Committee Members	Designation	Department
1	<i>Prof. E.D.Kurhe</i>	<i>Functional Head</i>	<i>Dean, Student Affairs</i>
2	Prof. Dr.U.P.Mohhril	Member	<i>Engineering Science</i>
3	Prof. Dr. Anjali Joshi	Member	Mechanical/Mechx
4	Prof. S. A. Agrawal	Member	Computer / AI & DS
5	Prof. Mrs. D. J. Bonde	Member	Computer / AI & DS
7	Mr. Madan Pawar	Member	Civil Engineering
6	Mr. Uday Wankhede	Member	Admin Office
8	Mr. A. K. Pawase	Member	Rector (Boy's Hostel)
9	Mrs. Pramada Prabhudesai	Member	Rector (Girl's Hostel)



Principal



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Survey No. 35, Vadgaon Shinde Road, Lohgaon, Pune - 411 047

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Email : principal@mmit.edu.in Website : www.mmit.edu.in

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Functional Committees under Dean Administration
(Revision - April 2022)

1. WOMEN'S GRIEVANCE CELL / INTERNAL COMPLAINTS COMMITTEE (ICC)

Objectives:

1. To promote a healthy working environment for all our female staff, students and faculty
2. To work towards building a gender-sensitized environment at our institute
3. To organize workshops and awareness programmes at regular intervals towards building a gender-neutral workplace
4. To ensure the fair and timely resolution of sexual harassment complaints, if received

Sr.	Name of Members	Designation	Department
1	Mrs. M. R. Yashwante	Functional Head	Engg. Sciences
2	Dr. Mrs. Anjali Joshi	Secretary	Mechanical / Mechatronics
3	Mrs. D. J. Bonde	Member	Computer
4	Ms. M. D. Bhise	Member	Civil
5	Adv. Mrs. V. M. Temgire	Lawyer	Local Body
6	Mrs. L. P. Shinde	Member	Non-Teaching Staff
7	Mrs. Jyoti Kadam	Member	Office Staff
8	Ms. Shrunika Jadhav	Student Member	Student (BE), Mechanical
9	Ms. Rutuja Kakde	Student Member	Student (TE), Civil Engg.
10	Ms. Aishwarya Maval	Student Member	Student (SE), Mechatronics
11	Ms. Gayatri Gaikwad	Student Member	Student (FE), Computer

The following will also be included as members of the committee in case the victim or alleged perpetrator is a student from hostel - Smt. Sarika Shelar.

UP Moharil
Dr. Umesh P. Moharil
Dean Administration



[Signature]
Dr. R. V. Bhortake
Principal



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**Functional Committees under Dean Administration
2. SC/ST CELL (Revision - April 2022)**

SC/ST cell is established with the purpose to empower SC/ST students in the institute. Institute provides guidance to these students in facilitating financial support in the form of scholarship and freeship from the government. Students are also encouraged to enroll for career orientation programs, which would equip them with the necessary skills to choose a career option.

Objectives:

1. To counsel and guide SC/ ST students and help them to manage academic and personal issues of college life effectively.
2. To ensure provisions of an environment where all such students feel safe and secure.
3. To provide prompt counseling for any emotional emergencies arising on account of any event at the campus.
4. To provide the mechanism to redress the grievance of SC/ST students, if any
5. To ensure protection and reservation as provided in the constitution of India.
6. To arrange for special opportunities to enhance the career growth
7. To aware the SC/ST students regarding various scholarships programs of the Government.
8. To take such follow up measures to achieve the objectives and targets laid down by the Govt. of India and the UGC.

Sr.	Name of Members	Designation	Department
1	Mrs. Tejaswini Bhoje	Functional Head	Computer / AI & DS
2	Mrs. Meghna Yashwante	Member	Engineering Science
3	Mrs. Reena Kokane	Member	Librarian
4	Student Invitee	Invitee	Student nominated by Principal
5	Student Invitee	Invitee	Student nominated by Principal

U.P. Moharil

Dr. Umesh P. Moharil
Dean Administration



R. V. Bhortake

Dr. R. V. Bhortake
Principal



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Functional Committees under Dean Administration

3. OBC Cell (Revision - April 2022)

OBC cell is established with the purpose to empower OBC students in the institute. Institute provides guidance to these students in facilitating financial support in the form of scholarship and freeship from the government. Students are also encouraged to enroll for career orientation programs, which would equip them with the necessary skills to choose a career option.


Objectives:

1. To counsel and guide OBC students and help them to manage academic and personal issues of college life effectively.
2. To ensure provisions of an environment where all such students feel safe and secure.
3. To provide prompt counseling for any emotional emergencies arising on account of any event at the campus.
4. To provide the mechanism to redress the grievance of OBC students, if any
5. To ensure protection and reservation as provided in the constitution of India.
6. To arrange for special opportunities to enhance the career growth
7. To aware the OBC students regarding various scholarships programs of the Government.
8. To take such follow up measures to achieve the objectives and targets laid down by the Govt. of India and the UGC.

Sr.	Name of Members	Designation	Department
1	Mr. Swapnil Chaudhari	Functional Head	Computer/ AI & DS
2	Mr. Uday Wankhede	Member	Office
3	Mr. Pankaj Thombare	Member	Mechanical
4	Student Invitee	Invitee	Student nominated by Principal
5	Student Invitee	Invitee	Student nominated by Principal

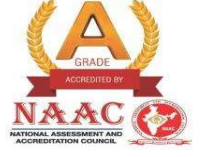

Dr. Umesh P. Moharil
Dean Administration




Dr. R. V. Bhortake
Principal



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Functional Committees under Dean Administration
(Revision - April 2022)

As per this revised office order following Teaching and Non-Teaching staff members are assigned the responsibilities of Functional committees working under Dean Administration.

4. Library Committee

Sr.	Name of Committee Members	Designation	Department
1	Mrs. Reena Kokane	Functional Head	Library
2	Mr. S. S. More	Member	Mechanical
3	Dr. A. J. Joshi	Member	Mechatronics
4	Mr. S. G. Rathod	Member	Computer/ AI & DS
5	Mrs. L. A. Deshmukh	Member	Civil
6	Dr. U. P. Moharil	Member	Engineering Science
7	Mr. Vikram Pawar	Member	Office
8	Ms. Komal Sharma	Student Member	Computer/ AI & DS
9	Mr. Hrushikesh Dongre	Student Member	Mechanical / Mechatronics
10	Miss. Vaishnavi Kulkarni	Student Member	Civil
11	Miss. Sharayu Malekar	Student Member	Mechatronics

U.P. Moharil

Dr. Umesh P. Moharil
Dean Administration



Dr. R. V. Bhortake

Dr. R. V. Bhortake
Principal



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5. Permanent Affiliation

Sr.	Name of Committee Members	Designation	Department
1	Mr. G. L. Allampallewar	Functional Head	Mechanical / Mechatronics
2	Mr. U. R. Wankhede	Member	Office

6. Web Development and Updation

Sr.	Name of Committee Members	Designation	Department
1	Mrs. Shwetal Patil	Functional Head	Computer / AI & DS
2	Mrs. Laxmi Shinde	Member	Engineering Science

7. Public Relations

Sr.	Name of Committee Members	Designation	Department
1	Mr. U. R. Wankhede	Functional Head	Office
2	Mr. S. S. Chaudhari	Member	Computer/ AI & DS
3	Mrs. Laxmi Shinde	Member	Engg. Sciences
4	Mrs. D. P. Yesane	Member	CEO
5	Mrs. Reena Kokane	Member	Library
6	Student University Representative	Member	Student Representative
7	Student Ladies Representative	Member	Student Representative

Dr. Umesh P. Moharil
Dean Administration



Dr. R. V. Bhortake
Principal



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8. Faculty / Staff Appraisal

Sr.	Name of Committee Members	Designation	Department
1	Dr. U. P. Moharil	Functional Head	Engg. Sciences
2	Mr. S. G. Rathod	Member	Computer
3	Mr. L. A. Deshmukh	Member	Civil
4	Mr. S. S. More	Member	Mechanical
5	Dr. A. J. Joshi	Member	Mechatronics
6	Mr. S. A. Agrawal	Member	AI & DS
7	Mr. U. R. Wankhede	Member	Office

9. Maintenance, Housekeeping and Write-Off

Sr.	Name of Committee Members	Designation	Department
1	Mr. D. M. Bhoge	Functional Head	Mechanical / Mechatronics
2	Mr. Madan Pawar	Member	Civil
3	Mr. Anil Pawase	Member	Rector, Boys Hostel
4	Smt. Sarika Shelar	Member	Rector, Ladies Hostel
5	Mrs. Laxmi Shinde	Member	Engg. Sciences
6	Mr. K. B. Walunj	Member	Workshop
7	Mr. A. S. Jadhav	Member	Computer/ AI & DS
8	Mr. Santosh Gund	Member	Office
9	Mr. N. A. Patil	Member	Workshop

U. P. Moharil

Dr. Umesh P. Moharil
Dean Administration



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10. Maintenance of Hardware, Software and Internet Task

Sr.	Name of Committee Members	Designation	Department
1	Mr. Sagar Patil	Functional Head	Office
2	Mrs. Laxmi Shinde	Member	Engg. Sciences
3	Mr. A. S. Jadhav	Member	Computer/ AI & DS

11. AICTE / NIRF / DTE / AISHE

Sr.	Name of Committee Members	Designation	Department
1	Mrs. S. G. Nerkar	Functional Head	Mechanical / Mechatronics
2	Mrs. M. D. Bhise	Member	Civil
3	Mr. U. R. Wankhede	Member	Office
4	Mrs. Reena Kokane	Member	Library
5	Mr. Kishor Gadakh	Member	Office
6	Mr. Santosh Gund	Member	Office

Uppmoharil

Dr. Umesh P. Moharil
Dean Administration



[Signature]

Dr. R. V. Bhortake
Principal



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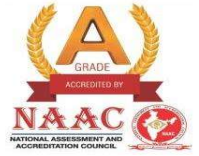
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12. Purchase, DSR and Stock Verification, Furniture

Sr.	Name of Committee Members	Designation	Department
1	Mr. N. B. Dhamane	Functional Head	Mechanical / Mechatronics
2	Mr. S. A. Agrawal	Member	Computer/ AI & DS
3	Mrs. D. J. Bonde	Member	Computer/ AI & DS
4	Mrs. M. D. Bhise	Member	Civil
5	Mrs. A. G. Pal	Member	Engg. Sciences
6	Mr. Madan Pawar	Member	Civil
7	Mrs. Laxmi Shinde	Member	Engg. Sciences
8	Mr. A. S. Jadhav	Member	Computer/ AI & DS
9	Mr. U. R. Wankhede	Member	Office
10	Mr. K. C. Kale	Member	Office
11	Mr. P. S. Thombre	Member	Mechanical / Mechatronics
12	Mrs. Reena Kokane	Member	Library
13	Mr. K. B. Walunj	Member	Workshop
14	Mr. M. T. Toke	Member	Workshop
15	Mr. A. K. Pawase	Member	Hostel
16	Mr. S .L. Adsure	Member	Mechanical





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13. Facility Maintenance & Audit (Biogas, Green, Energy, etc)

Sr.	Name of Committee Members	Designation	Department
1	Mrs. L. A. Deshmukh	Functional Head	Civil
2	Mr. Madan Pawar	Member	Civil
3	Mr. K. B. Walunj	Member	Workshop
4	Mr. B. S. Kothawadekar	Member	Workshop

14. Grievance Redressal Cell (General)

Sr.	Name of Committee Members	Designation	Department
1	Mr. S. S. More	Functional Head	Mechanical
2	Dr. U. P. Moharil	Member	Engg. Sciences
3	Mr. S. G. Rathod	Member	Computer
4	Dr. A. J. Joshi	Member	Mechatronics
5	Mrs. L. A. Deshmukh	Member	Civil
6	Mr. S. A. Agrawal	Member	AI & DS
7	Mr. U. R. Wankhede	Member	Office
8	Mrs. Reena Kokane	Member	Library
9	Mr. Anil Pawse	Member	Boys Hostel
10	Smt. Sarika Shelar	Member	Girls Hostel

U. P. Moharil

Dr. Umesh P. Moharil
Dean Administration



Dr. R. V. Bhortake

Dr. R. V. Bhortake
Principal



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15. Admission, Campaigning and Branding

Sr.	Name of Committee Members	Designation	Department
1	Mr. S. S. More	Functional Head	Mechanical
2	Dr. G. L. Allampallewar	Member	Mechanical
3	Dr. B. D. Patil	Member	Mechanical
4	Mr. S. G. Rathod	Member	Computer/ AI & DS
5	Mr. S. A. Agrawal	Member	Computer/ AI & DS
6	Mr. S. S. Chaudhari	Member	Computer/ AI & DS
7	Dr. U. P. Moharil	Member	Engg. Sciences
8	Mrs. L. A. Deshmukh	Member	Civil

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16. Staff List (Cross check at AICTE, DTE, SPPU, NBA, NAAC)

Sr.	Name of Committee Members	Designation	Department
1	Dr. Amita Pal	Functional Head	Engg. Sciences
2	Mr. Santosh Gund	Member	Office

Dr. Umesh P. Moharil
Dean Administration



Dr. R. V. Bhortake
Principal

Copy through mail for information and necessary action to:

1. All Heads of the Departments
2. All faculties, staff and students
3. All Concerned Staff (Via Email)
4. Administrative Officer
5. IQAC



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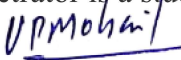
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