



**Akhil Bharatiya Maratha Shikshan Parishad's
Anantrao Pawar College of Engineering and
Research
Parvati, Pune- 411009**

RULES, POLICIES AND PROCEDURES

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Functions and Responsibilities of the College Development Committee

The **College Development Committee** functioning is as per the guidelines of Maharashtra Public University act 2016.

The functions and responsibilities of the College Development Committee:

1. 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.
2. Decide about the overall teaching programmes or annual calendar of the college.
3. Recommend to the management about introducing new academic courses. Approve teaching and administrative posts and appointments.
4. Make specific recommendations to the management to encourage and strengthen research culture, consultancy and extension activities in the college.
5. Make specific recommendations to the management to foster academic collaborations to strengthen teaching and research.
6. Make specific recommendations to the management to encourage the use of information and communication technology in teaching and learning process.
7. Make specific recommendations regarding the improvement in teaching and suitable training
8. Programmes for the employees of the college.
9. Prepare the annual financial estimates (budget) and financial statements of the college and recommend the same to the management for approval. Formulate proposals of new expenditure not provided for in the annual financial estimates (budget).
10. Make recommendations regarding the students' and employees' welfare activities in the College.
11. Discuss the reports of the Internal Quality Assurance Committee, Departmental Advisory Board and make suitable recommendations.
12. Frame suitable admissions procedure for different programmes by following the statutory Norms.
13. Plan major annual events in the college, such as annual day, sports events, cultural events, etc.
14. Recommend the administration about appropriate steps to be taken regarding the discipline, safety and security issues of the college or institution



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15. Consider and make appropriate recommendations on inspection reports, local inquiry reports, audit report, report of National Assessment and Accreditation Council, etc.
16. Recommend the distribution of different prizes, medals and awards to the students.

