

3rd



S.E.M.T'S
MOINUDDIN B. HARRIS COLLEGE OF ARTS,
A.E.KALSEKAR COLLEGE OF COMMERCE & MANAGEMENT.
 (Affiliated to the University of Mumbai)
 Nawayat Nagar, SOPARA (W), Vasai, Dist.- Palghar
 PIN - 401 203, (MAHARASHTRA)

NOTICE

I am pleased to appoint the convener/ Coordinators/ members of the various committees constituted for the Academic year 2023-24 for effective functioning of the various activities to be conducted and to cooperate the management and administration in the smooth conduct of the college functioning. You all are solicited to cooperate with the administration and all the best.

COMMITTEE LIST 2023-24

Committee Name	In charge/Convenor/PO	Members
1.Examination:	University Exam Dr. Irshad W. Shaikh College Exam Mrs. Pooja Shirsekar	Mr. Ibrahim Chauhan Mrs. Shahida Shaikh Mrs. Tehseen Shaikh Mrs. Namrata Gurjar
2.Students' Council:	Mrs. Sana Patel	Mrs. Diksha Vaje-DLLE Unit Mrs. Pooja Shirsekar Mrs. Ruksar Khan -Cultural Committee Mrs. Ibrahim Chauhan-Sports Committee
3.Discipline:	Mrs. Elakshi Tawade-Khetal	Dr. Irshad W. Shaikh Mr. Ibrahim Chauhan Mrs. Mona Dedhia Mrs. Sana Siddiqui
4.Students Mentoring Cell	Dr. Irshad W. Shaikh	FYBCom - Mrs. Tehseen Shaikh SYBCom - Mrs. Ruksar Khan TYBCom - Mrs. Diksha Vaje FYBA - Mrs. Nikhat Sayyed SYBA - Mrs. Rohita Raut TYBA - Ms. Ayesha Danghe FYBMS - Mrs. Sana Siddique SYBMS -Mrs. Shahida Shaikh TYBMS -Mrs. Sujata Yadav/ Mr. Gokul Gite FYBAF - Mrs. Sana Patel SYBAF - Mrs. Mona Dedhia TYBAF-Mr. Ibrahim Chauhan FYBSC-IT Mrs. Heena Shaikh SYBSC-IT. Mrs. Kanchan Nag
5. Parent Teachers	Mrs Sana Patel	Mr Gokul Gite



Association		Mrs Nikhat Sayyed Miss Ayesha Danghe
6. University Grants Communication, Rusa and planning Board:	Mrs. Namrata Gurjar	Mrs. Diksha Vaje-Parab Mr. Mohammed Chawre
7. Anti – Ragging	Mrs. Nikhat Sayyed	Mrs. Sana Patel Miss Ayesha Danghe
8. Environment Awareness Committee:	Mrs. Rohita Raut	Mr. Gokul Gite Miss Ayesha Danghe Mrs. Ruksar Khan
9. Gender Audit:	Mrs. Namrata Gurjar	Miss Ayesha Danghe Mrs. Shahida Shaikh Mrs. Sana Siddique Mrs. Sana Patel
10. Magazine:	Mrs. Tehseen Shaikh (English)	Mrs. Nikhat Sayyed (Urdu) Mrs. Rohita Raut (Hindi)
11. Planning Forum:	Mr. Mohammed Chawre	Dr. Irshad Shaikh Mrs. Elakshi Tawade-Khetal Dr. Sujata R. Yadav Mrs. Pooja Shirsekar
12. Commerce Association:	Mrs. Diksha Vaje - Parab	Mrs. Sana Siddique Mrs. Ruksar Khan
13. Staff Grievance Cell:	Mrs. Ruksar Khan	Mrs. Pooja Shirsekar
14. N.S.S:	Mrs. Sana Patel	Mrs. Ruksar Khan Mr. Gokul Gite Mr. Salman Khan Mrs. Mona Dedhia Mr. Ibrahim Chauhan
15. D.L.L.E.	Mrs. Diksha Vaje	Mrs. Rohita Raut Mrs. Sana Siddique Mrs. Shahida Shaikh
16. Women's Development Cell:	Mrs. Mona Dedhia	Mrs. Shahida Shaikh Mrs. Nikhat Sayyed Mrs. Sana Patel
17. Mahila TakarNirvaran Samiti:	Mrs. Pooja Shirsekar	Mrs. Elakshi Tawade-Khetal Mrs. Namrata Gurjar Mrs. Diksha Vaje Parab
18. Sports & Gymkhana Committee	Mr. Ibrahim Chauhan	Mrs. Tehseen Shaikh Mr. Mohammad Chawre Mr. Gokul Gite Mrs. Sana Siddique Miss Ayesha Dange, Mr. Sanjay Burk
19. Avishkar Research Convention: & Research Cell	Dr. Sujata R. Yadav	Mrs. Sana Siddique Mrs. Shahida Shaikh Mr. Ibrahim Chauhan Mrs. Rohita Raut
20. Web – site posting	Mrs. Sana Siddique	Mrs. Elakshi Tawade-Khetal Mr. Gokul Gite
21. Internal Audit	Mrs. Namrata Gurjar	Mr. Mohammed Chawre Mr. Moin Chinde



22. Student's Group Insurance	Mrs. Namrata Gurjar	Mrs. Sana Patel
23. Maintenance of Stock Register:	Mrs. Namrata Gurjar	Mr. Gokul Kuveshkar
24. Lecture Monitoring Committee:	Mrs. Shahida Shaikh	Mrs. Tehseen Shaikh Miss Sumaiyya Shaikh Mr. Mohammad Chawre
25. Scholarship Committee	Mrs. Sana Siddique	Mrs. Shahida shaikh Mrs. Namrata
26. Cultural Committee:	Mrs. Ruksar Khan	Mrs. Mona Dedhia Mrs. Shahida shaikh Mrs. Ayesha Danghe Mrs. Rohita Raut
27. Placement Committee	Mrs. Elakshi Tawade-Khetal	Dr. Sujata R. Yadav - Advisor Mrs. Tehseen Shaikh Mrs. Nikhat Sayyed Mrs. Diksha Vaje - Parab
28. Seminar Committee:	Mrs. Tehseen Shaikh	Mrs. Namrata Gurjar Mrs. Kanchan Nag Mr. Gokul Gite
29. Admission Committee:	Dr. Sujata R. Yadav	Dr. Irshad W. Shaikh Mrs. Mona Dedhia Mrs. Rohita Raut Remaining All Teaching and Non-Teaching Staff
30. Library Committee:	Mrs. Tehseen Shaikh	Mr. Shaibaz Shaikh Mrs. Nikhat Sayyed Mrs. Rohita Raut Miss. Sumaiyya Miss Sakina Parihar
31. Attendance Committee:	Miss Ayesha Dange	Mrs. Shahida Shaikh Mrs. Mona Dedhia
32. Marathi Wandmaymanda	Mrs. Pooja Shirsekar	Mrs. Namrata Gurjar Mr. Gokul Gite
33. Alumni Association:	Mrs. Shahida shaikh	Mrs. Ruksar Khan Mrs. Mona Dedhia Mr. Gokul Gite
34. ICC Committee	Mrs. Mona Dedhia	Dr. Irshad Wajid Shaikh Ms. Rohita Raut Ms. Diksha Parab
35. Value added Course/ Certificate	Mrs. Kanchan Nag	Mrs. Mona Dedhia Mrs. Nikhat Sayyed
36. Remedial Lecture	Mrs. Elakshi Tawade-Khetal	Subject Teacher
37. Intellectual Property Right Cell	Mr. Ibrahim Chauhan	Mrs. Shahida Shaikh Mrs. Kanchan Nag
38. Competitive Examination and Career Counselling	Mrs. Shahida Shaikh	Mrs. Diksha Vaje-Parab Mrs. Sana Patel



39. Staff Secretary	Mrs. Tehseen Shaikh	
40. IQAC	Dr. Mohammad Khalil Ahmad (IQAC Chairman) Dr. Irshad Shaikh (Co-Ordinator)	
	Criteria: 1 Mrs Mona Dedhia	Mr Mohammed Chawre Miss Sakina Parihar Mrs. Nikhat Sayyed
	Criteria: 2. Mrs Elakshi Tawade - Khetal	Mr. Gokul Gite Mrs Sana Siddique
	Criteria 3: Mr. Ibrahim Chauhan	Mrs Sujata Yadav Mrs. Kanchan Nag
	Criteria 4: Mrs Tehseen Shaikh	Mr. ShaibazShaikh Miss Sumaiyya
	Criteria 5: Mrs.Diksha Vaje-Parab	Mrs Sana Patel
	Criteria 6: Mrs Shahida Shaikh	Mrs Pooja Shirsekar
	Criteria 7: Mrs Rohita Raut	Mrs Ruksar Khan Miss Ayesha Dange



PRINCIPAL
(DR. KHALIL AHMAD)

Principal

Shurparaka Educational & Medical Trust's
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A. E. Kalsekar College of Commerce & Management
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