

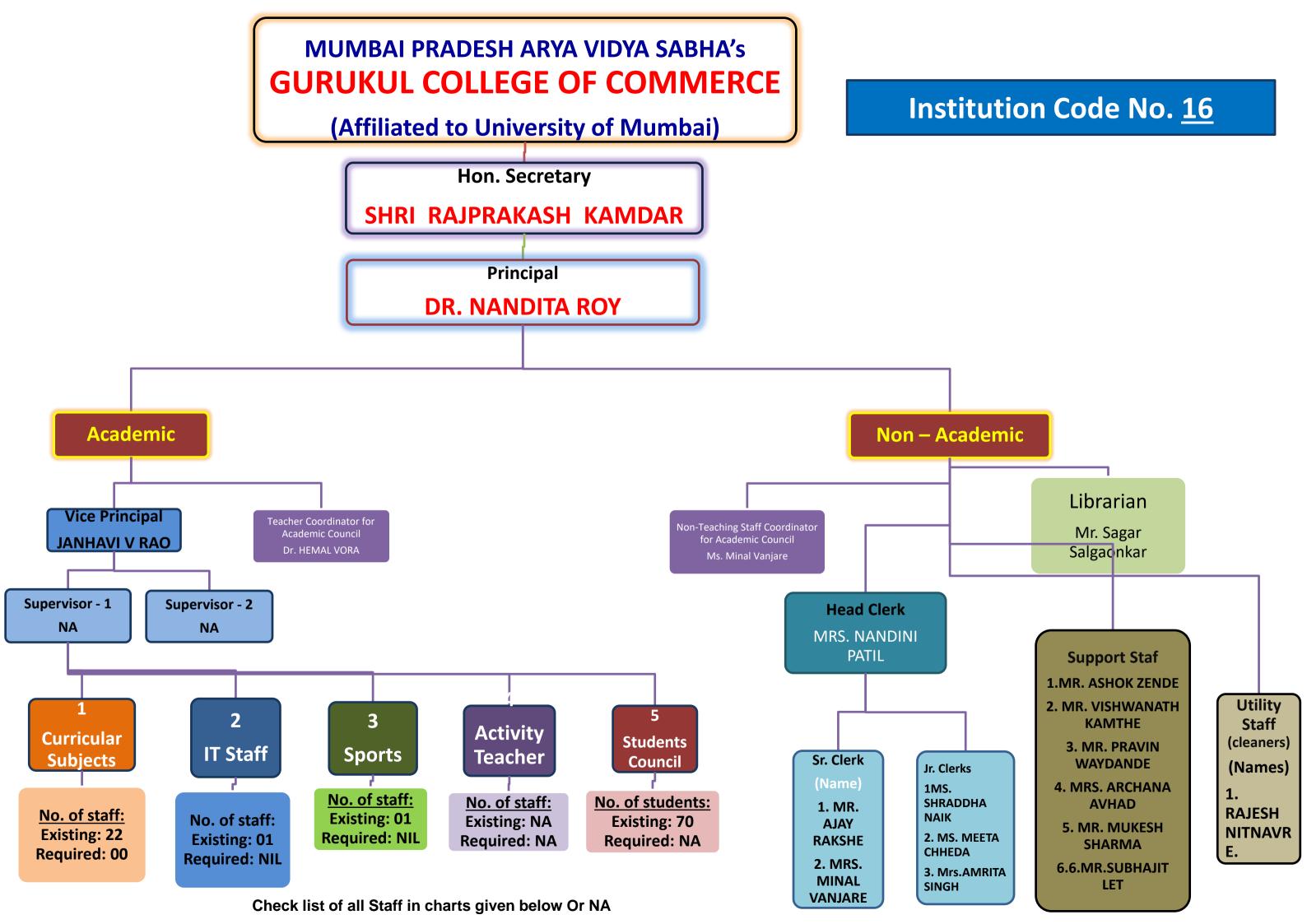
# **Gurukul Educational Institutions**

Managed by









# MUMBAI PRADESH ARYA VIDYA SABHA'S GURUKUL COLLEGE OF COMMERCE

(Affiliated to University of Mumbai)
NAAC Accredited 'B' Grade

**Non-Teaching Staff** 

**Teaching Staff** 

#### **APPROVED staff**

#### **UNAPPROVED**

on Scale and Consolidated

- 01. Ms. Janhavi Rao
- 02. Dr. A. Maheshkumar
- 03. Dr. Asif Baig
- 04. Dr. Hemal Vora
- 05. Dr. Kajal Chheda
- 06. Dr. Vijaybharti Jain
- 07. Dr. Piyush Anam
- 08. Mr. Zainuddin Khan
- 09. Ms. Anagha Kulkarni
- 10. Mr. Sagar Salgaonkar

# Grade Pay scale Salary

- 1. 25780-39100+AGP 6000
- 2. 22220-39100+AGP 6000
- 3. 24850-39100+AGP 6000
- 4. 23950-39100+AGP 6000
- 5. 22220-39100+AGP 6000
- 6..20590-39100+AGP 6000
- 7. 20590-39100+AGP 6000
- 8. 19050-39100+AGP 6000
- 9. Consolidated 50000
- 10. Consolidated 50000

- 01. Ms. Radha Nitin 21390-39100+AGP 6000
- 02. Dr. Mamta Rane- 11575-275-13500
- 03. Dr. Priti Ghag- 10475-275-13500
- 04. Ms. Kripa Thakkar- 10475-275-13500
- 05. Ms. Sunita Poojari –Rs. 50000
- 06. Dr. Rajendra Vare- 9375-275-13500
- 07. Ms. Chetna Panchal -Rs. 50000
- 08. Ms. Kanchan Lotale- Rs. 49000
- 09. Mr. Soumil Deliwala-Rs. 47500
- 10. Ms. Sonali Devadiga Rs. 30000
- 11. Mr. Hrishikesh Jawarkar Rs 30000

**CHB/ Part time staff** 

1. Dr. Upendra Tiwari

Part Time- Rs. 30,000

2. Ms. Lucy Gosar

CHB - 625 per lecture

# MUMBAI PRADESH ARYA VIDYA SABHA'S GURUKUL COLLEGE OF COMMERCE

(Affiliated to University of Mumbai)

**Non- Teaching Staff** 

**Teaching Staff** 

# Confirmed/ Permanent Staff

#### **Consolidated Salary**

- 1. Mukesh Sharma Rs. 14,200
- 2. Rajesh Nitnavare Rs. 15,000

# Contract/Temporary/ Probation Staff

1. Ms. Meeta Chheda Rs 15,000 **CHB/ Part time staff** 

N.A.

## **Grade Pay Scale Salary**

- 1. 11470-20200 +AGP 4200- Nandini Patil
- 2. 11890-20200+AGP 4200- Ajay Rakshe
- 3. 12380-20200+AGP 4200- Minal Vanjare
- 4. 5870-20200+AGP 1900 Shraddha Naik
- 5. 6110-20200+AGP 1900 -- Amrita Singh
- 6. 6470-7440+AGP 1300 Pravin Waydande
- 7. 6240-7440+AGP 1300 Vishwanath Kamthe
- 8. 5380-7440+AGP 1300- Archana Avhad





### **Principal**

#### **DR. NANDITA ROY**

- >. Lectures
- >. Paper Setting and Assessment
- >. Institutional Planning-Academic and Non Academic activities
- >. Conducting Meetings
- >. Office Administration
- >. Co-ordination with teaching, non teaching staff, Academic Council
- >. Follow up of work assigned
- >. Correspondence with University
- >. Attending students Grievance
- >. Attending visitors
- ➤. Meeting Parents
- >. Attending meetings with Hon. Secretary and Academic Council
- >. University meetings
- >. Monitoring all activities of the college

# Academic

#### **Work Profile (Role & Responsibility)**

Vice- Principal Ms. Janhavi Rao

- > Delivering lectures
- > Conducting various meetings
- Paper Setting and Assessment
- Institutional Planning-Academic and Non Academic activities
- Office Administration
- Co-ordination with teaching, non teaching staff, Academic Council
- Follow up of work assigned
- Correspondence with University
- > Attending students Grievance
- > Attending visitors
- Meeting Parents
- Attending meetings with Hon. Secretary and Academic Council
- University meetings
- Monitoring all activities of the college



# **Supervisors (NA)**

S.N.	Name of Supervisors	Dept. & Subjects Taught	Role & Responsibility
1			
2			
3			
4			
5			
6			
7			



# HoD/CO-ORDINATORS AND IN-CHARGES

S.N.	Name of HoDs	Dept. & Subjects Taught	Roles and Responsibilities
1	MS. JANHAVI RAO	HOD COMMERCE	WORKLOAD & SUBJECT
2	DR. ASIF BAIG	HOD ACCOUNTANCY	ALLOCATION, DEPARTMENTAL
3	DR. A MAHESH KUMAR	HOD ECONOMICS	MEETINGS, PLANNING OF SYLLABUS, REGULAR
4	DR. PRITI GHAG	CO-ORDINATOR SELF FINANCING PROGRAMMES: ACCOUNTING & FINANCE (BAF) BANKING & INSURANCE (BBI) MANAGEMENT STUDIES (BMS)	FOLLOWUP OF TIMELY COMPLETION OF SYLLABUS, PAPER SETTING AND ASSESSMENT, SUPERVISION. PLANNING DEPARTMENTAL
5	DR. ASIF BAIG	CO-ORDINATOR M.COM (ADV. ACCOUNTANCY)	ACTIVITIES, OVERALL DEPARTMENTAL CO ORDINATION
6.	DR. HEMAL VORA	CO-ORDINATOR M.COM (BUSINESS MGMT)	ORDINATION
7.	MR. RAJENDRA VARE	BBI-INCHARGE	
8.	MS. KRIPA THAKKAR	BAF/BMS-INCHARGE	

# Sr. Teacher (NA)

S.N.	Name of Sr. Teachers	Dept. & Subjects Taught	Role & Responsibility
1			
2			
3			
4			
5			
6			
7			



# Jr. Teacher (NA)

S.N.	Name of Jr. Teachers	Dept. & Subjects Taught	Role & Responsibility
1			
2			
3			
4			
5			
6			
7			



# **Asst. Professor**

S.N.	Name of Asst. Professors	Dept. & Subjects Taught	Roles and Responsibilities
1.	MS.JANHAVI RAO	COMMERCE IN B.COM AND M.COM	TAKING LECTURES,
2.	DR. MAHESH KUMAR	ECONOMICS IN B.COM AND M.COM	PAPER SETTING, PAPER ASSESSMENT, SUPERVISION,
3.	DR. ASIF BAIG	ACCOUNTANCY IN B.COM AND M.COM	COMMITTEE WORK,
4.	DR. HEMAL VORA	ACCOUNTANCY IN B.COM AND M.COM	ANY OTHER WORK ASSIGNED FROM TIME
5.	DR. KAJAL CHHEDA	COMMERCE IN B.COM AND M.COM	TO TIME
6.	DR. VIJAYBHARATI JAIN	ACCOUNTANCY IN B.COM AND M.COM	
7.	MS. RADHA NITIN	COMMERCE/FC/BC IN B.COM/BAF AND BMS	
8.	DR. PIYUSH ANAM	COMMERCE/FC/BC IN B.COM AND M.COM	
9.	MR. MOHD. ZAINUDDIN KHAN	ACCOUNTANCY IN B.COM AND BAF	



# **Asst. Professor**

...2...

S.N.	Name of Asst. Professors	Dept. & Subjects Taught	Roles and Responsibilities
10.	DR. MAMTA RANE	COMMERCE IN BMS, BAF AND BBI	TAKING LECTURES,
11.	DR. PRITI GHAG	ECONOMICS IN B.COM BBI/BAF AND BMS	PAPER SETTING, PAPER ASSESSMENT, SUPERVISION,
12.	MS. KRIPA THAKKAR	ACCOUNTANCY IN BAF/BBI AND BMS	COMMITTEE WORK,
13.	MS. SUNITA POOJARI	MATHS & STATS IN B.COM	ANY OTHER WORK
14.	MR. RAJENDRA VARE	ACCOUNATNCY IN BAF/BBI AND BMS	ASSIGNED FROM TIME TO TIME
15.	MS. CHETNA PANCHAL	MATHS & STATS IN B.COM	
16.	MS. KANCHAN LOTALE	BUSINESS LAW IN B.COM /BMS/BAF/BBI	
17.	MR. SOUMIL DELIWALA	INFORMATION TECHNOLOGY IN B.COM/BAF/BBI/BMS	
18.	MS. SONALI DEVADIGA	COMMERCE IN BAF/BBI AND BMS	
19.	MR. HRISHIKESH JAWARKAR	ECONOMICS IN B.COM BBI/BAF AND BMS	

# **Part-time Staff**

S.N.	Name of Part-time Staff	Dept. & Subjects Taught	Role & Responsibility
1	DR. UPENDRA TIWARI	EVS/FC	TAKING LECTURES, PAPER SETTING, PAPER ASSESSMENT, SUPERVISION, COMMITTEE WORK, ANY OTHER WORK ASSIGNED FROM TIME TO TIME OTHERS

# **C.H.B Staff**

S.N.	Name of Part-time Staff	Dept. & Subjects Taught	Role & Responsibility
1	MS. LUCY GOSAR	COMMERCE/FC/BC	TAKING LECTURES, PAPER SETTING, PAPER ASSESSMENT, SUPERVISION, COMMITTEE WORK, ANY OTHER WORK ASSIGNED FROM TIME TO TIME OTHERS

# **Activity Teachers (N.A)**

S.N.	Name of Activity Teachers	Dept. & Activity	Role & Responsibility
1			
2			
3			
4			
5			
6			
7			



### Librarian

Librarians
No. of Staff 01

MR. SAGAR SALGAONKAR

Designation Librarian

- 1. Library Orientation Program for students.
- 2. Issuing/returning of books
- 3. Updating resources for the library.
- 4. Classify into catalog books, audiovisual aids, and other library materials based on subject matter.
- 5. Distribution of library card.
- 6. Managing budgets and resources.
- 7. Book exhibition.
- 8. Prepare reports related to library and information services.
- 9. Stock maintenance, including the weeding out of old resources.
- 10. Maintain records of Library stock,
  Periodicals, Journals, Newspaper Clipping,
  Annual reports.
- 11. Verifying the Accession register with physical record/books
- 12. Attending staff meeting.



# **Support Staff (Peons)**

I. Support Staff

No. of Staff

**Male: 03** 

Female: 01

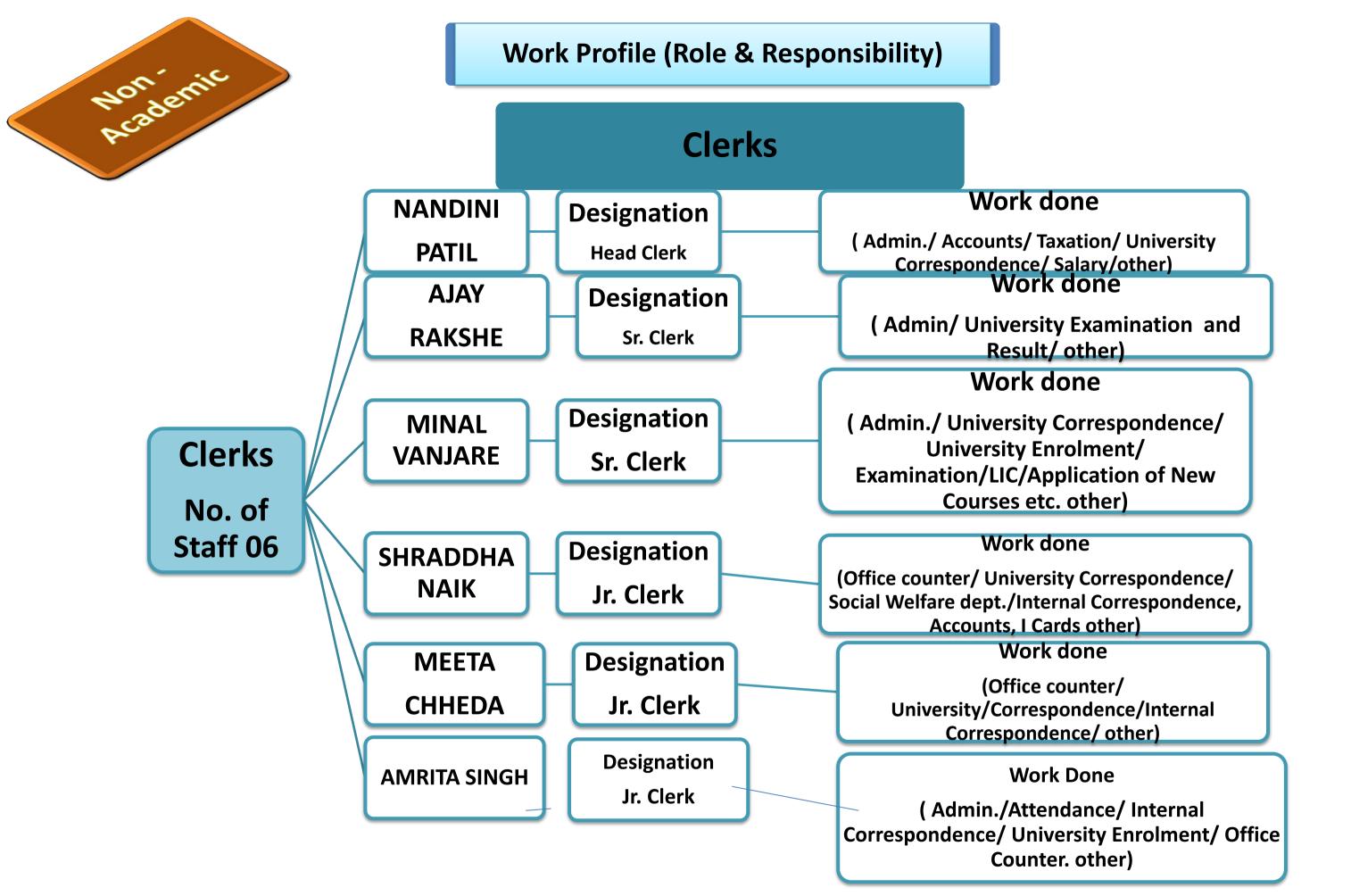
**PRAVIN WAYDANDE** 

VISHWANATH KAMTHE

**ARCHANA AVHAD** 

**MUKESH SHARMA** 

CLASSROOM/OFFICE/
CABIN CLEANING
EXAM RELATED WORK
STOCK MAINTAINING
MP OFFICE DUTY
UNIVERSITY RELATED WORK
STUDENT CONTROL
NOTICE DISPLAYS





**Utility Staff (Cleaners)** 

**II. Utility Staff** 

No. of Staff\_01\_\_

RAJESH NITNAVARE CLEANING OF COMPUTER LAB, TOILETS, STAFFROOM, LOBBY, RESULT ROOM & NSS ROOM



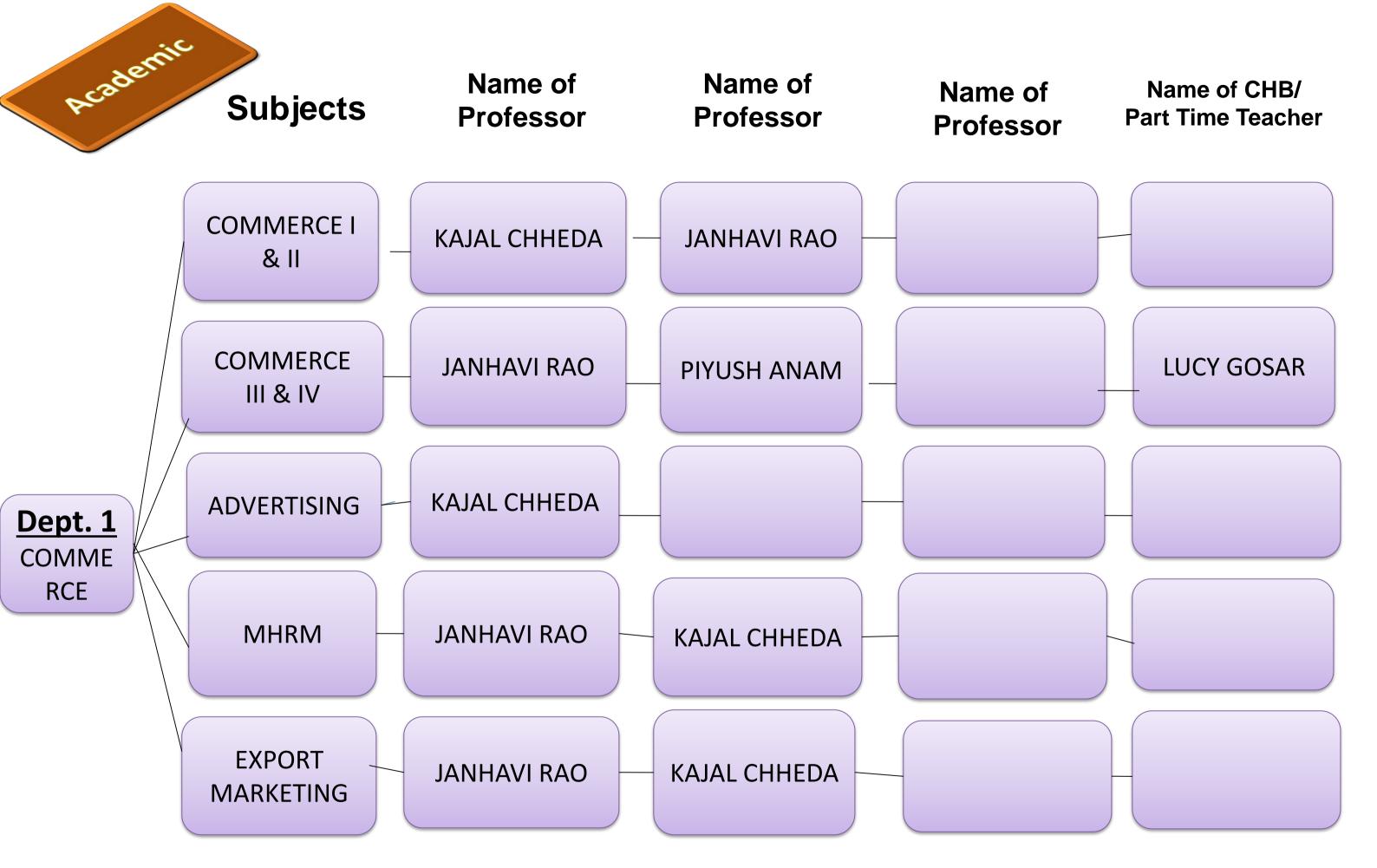
# **Curricular Subjects**

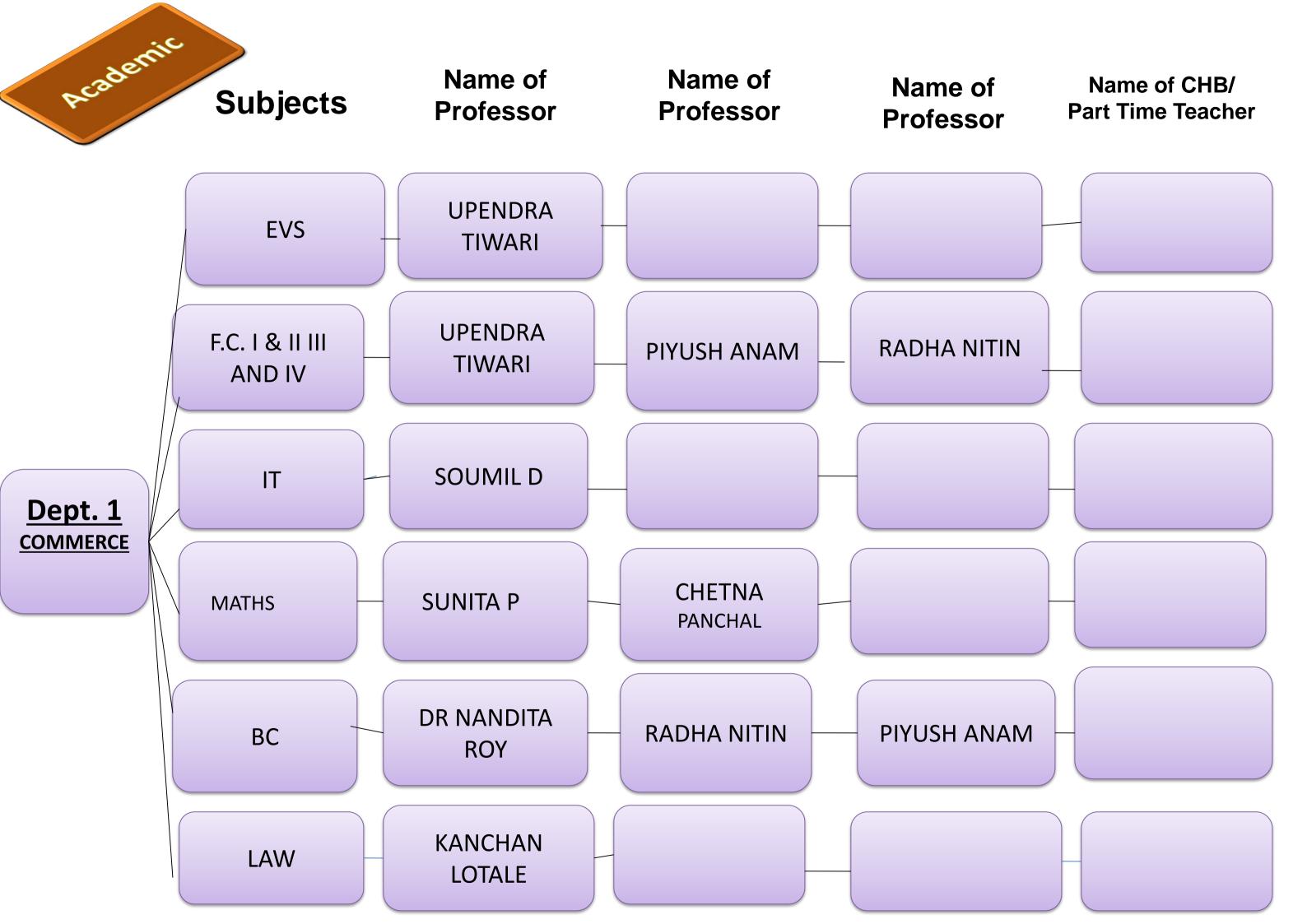
(Departments, Subjects, Names of teachers)

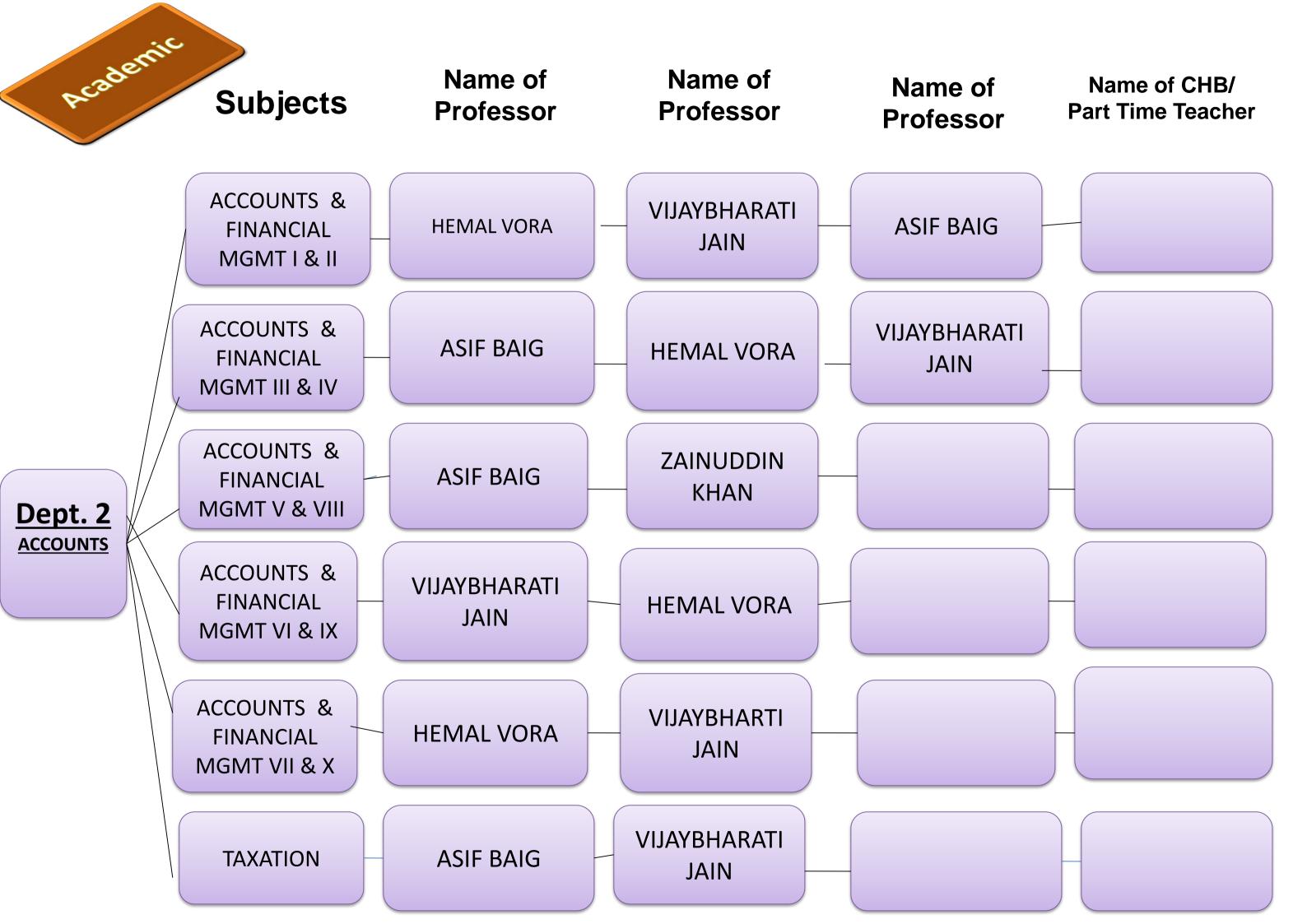


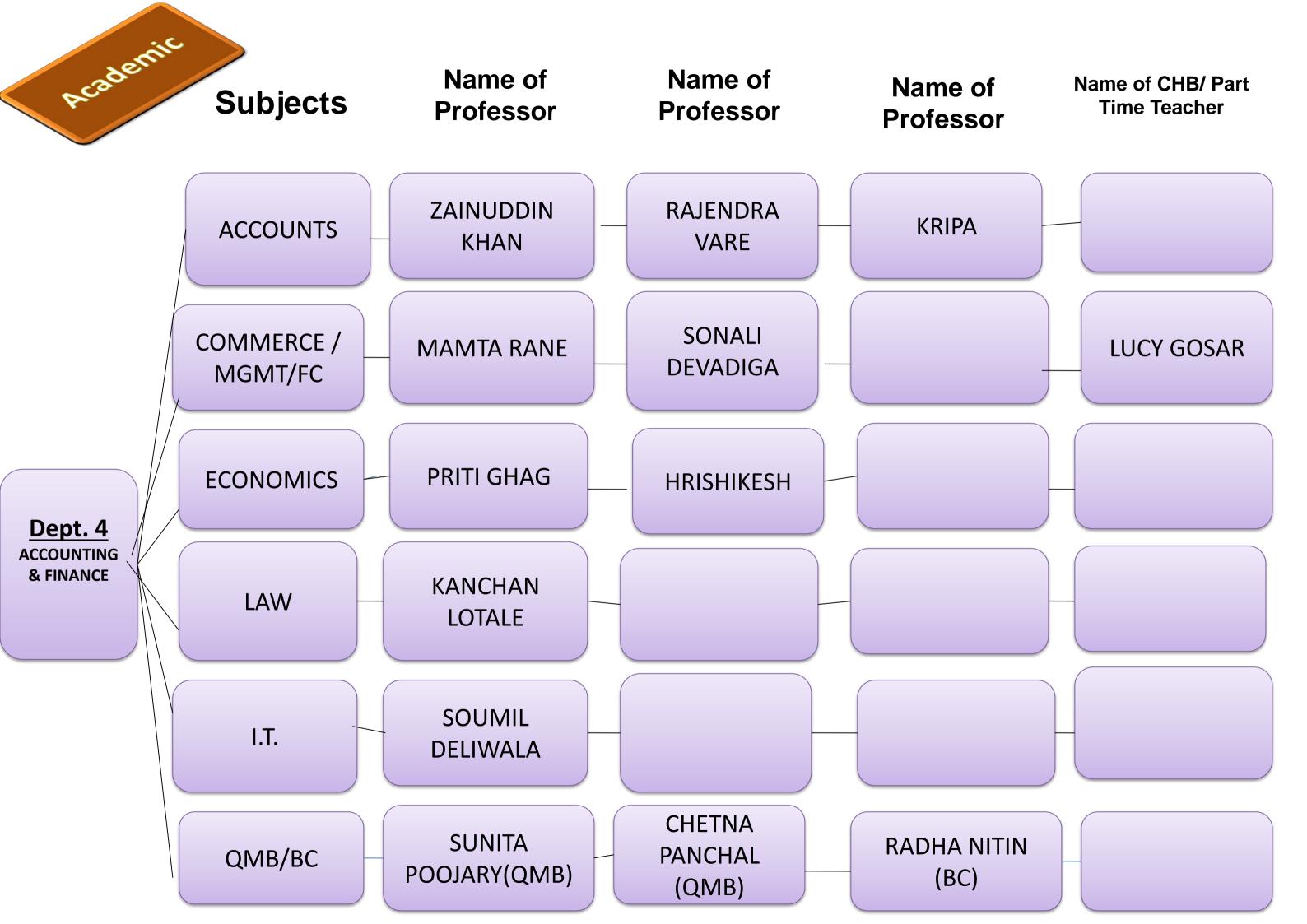
Subjects: **COMMERCE /F.C./B.C.** Dept.1: ADVERTISING / MHRM / **COMMERCE** EXPORT/EVS/LAW/I.T./MATH **Subjects: ACCOUNTS /** Dept.2: ACCOUNTS **TAXATION Subjects:** Dept.3: **ECONOMICS ECONOMICS Subjects:** Dept.5: **ACCOUNTS / TAXATION / ACCOUNTING & COMMERCE / ECONOMICS /** Curricular **FINANCE (BAF) OTHERS Subjects Subjects:** Dept.6:BANKING & ACCOUNTS / COMMERCE / **INSURANCE (BBI)** MANAGEMENT / ECONOMICS / Dept.7: **Subjects: MANAGEMENT** ACCOUNTS / COMMERCE / STUDIES (BMS) **MANAGEMENT / ECONOMICS Subjects:** Dept.8: M.COM ACCOUNTS / COMMERCE / (ACCOUNTANCY) RESEARCH/ ECONOMICS **Subjects:** Dept.9: M.COM ACCOUNTS / COMMERCE / (BUS. MGMT) RESEARCH/

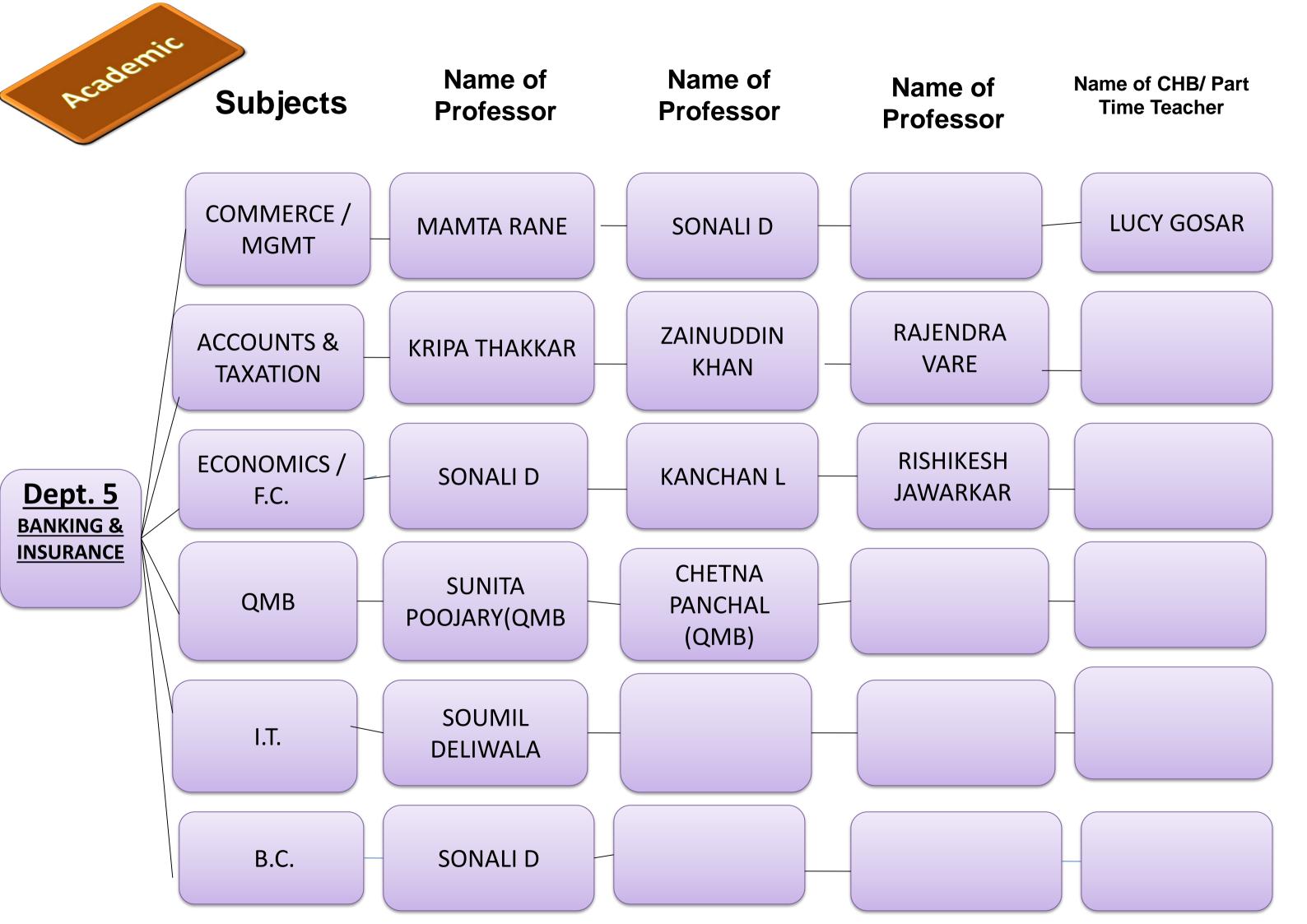
**ECONOMICS/MGMT** 

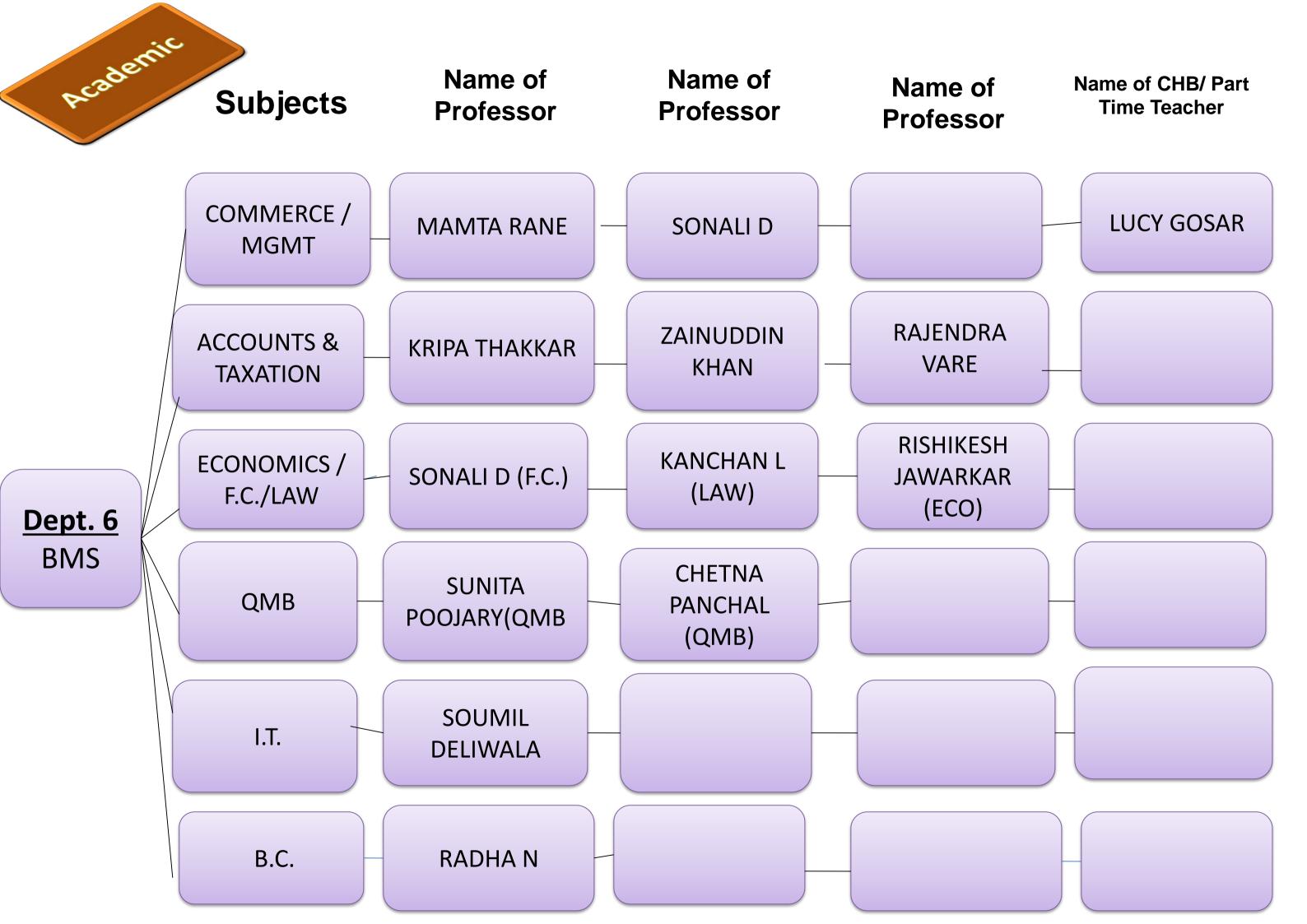


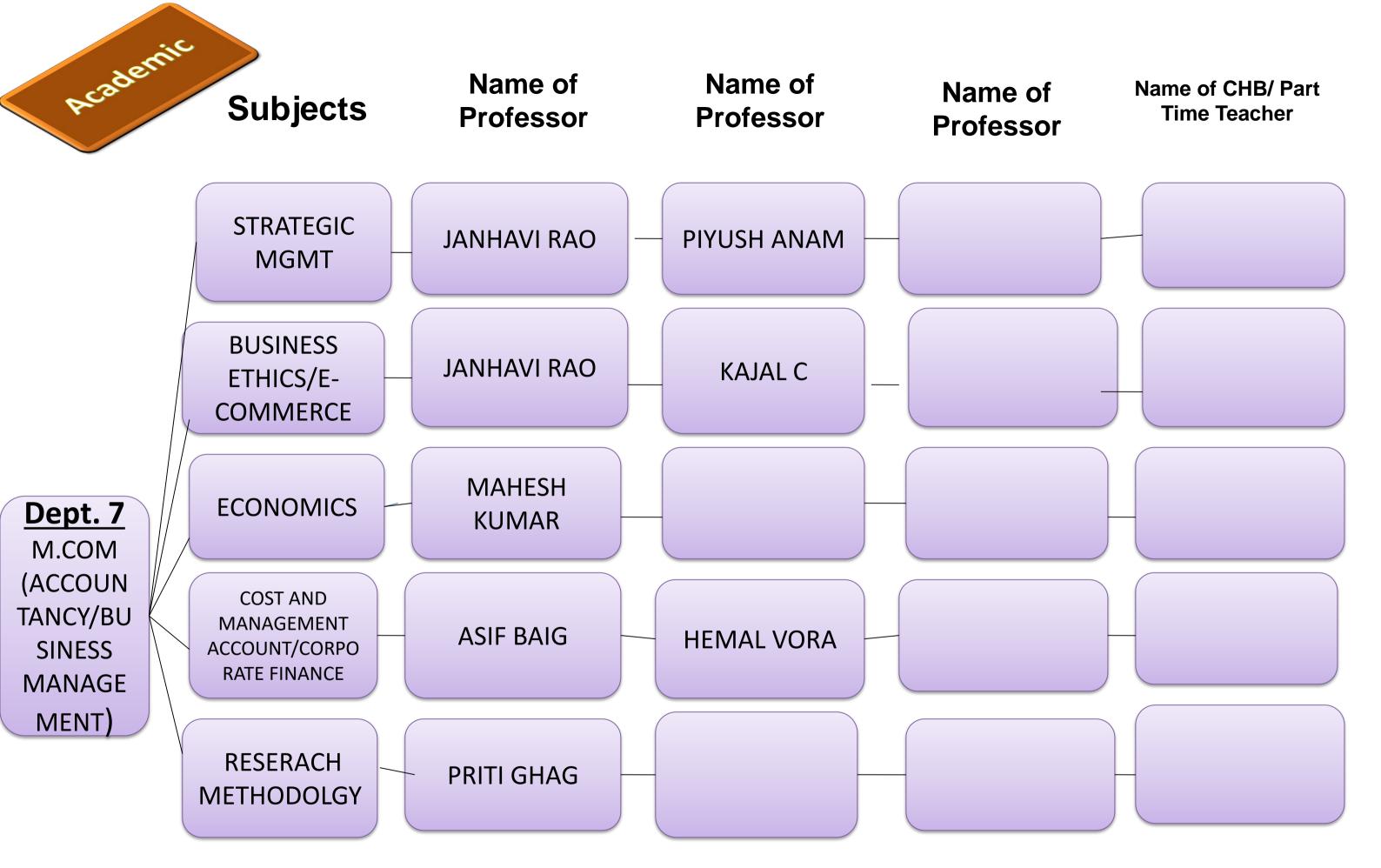


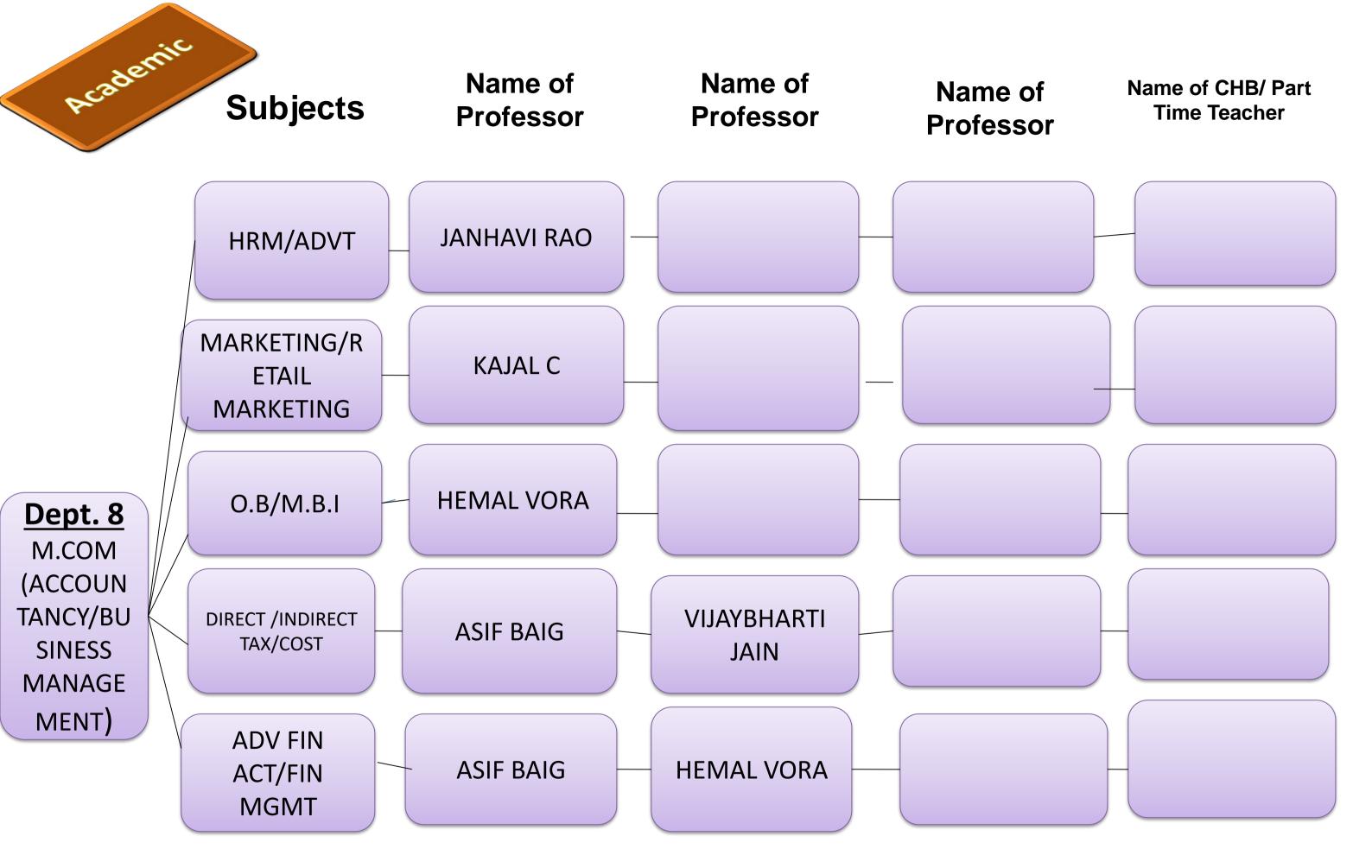










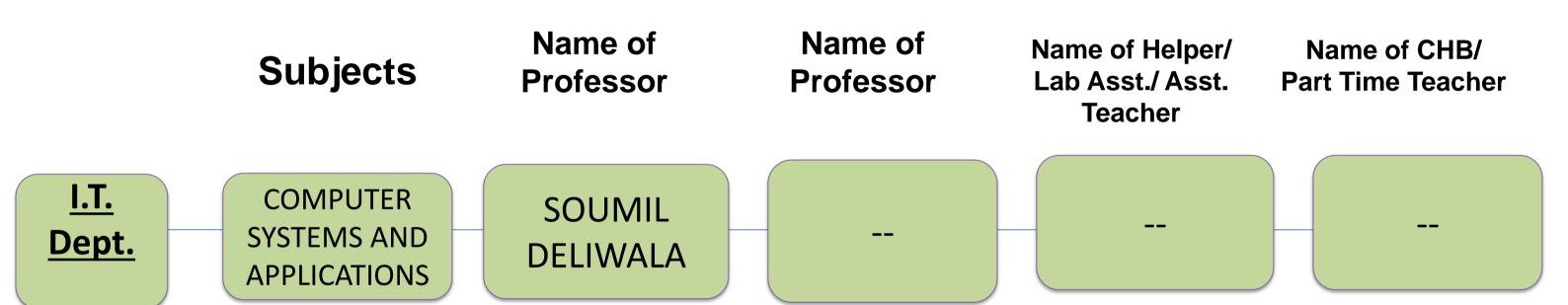




# I.T. Dept. Staff

(Departments, Subjects, Names of teachers)

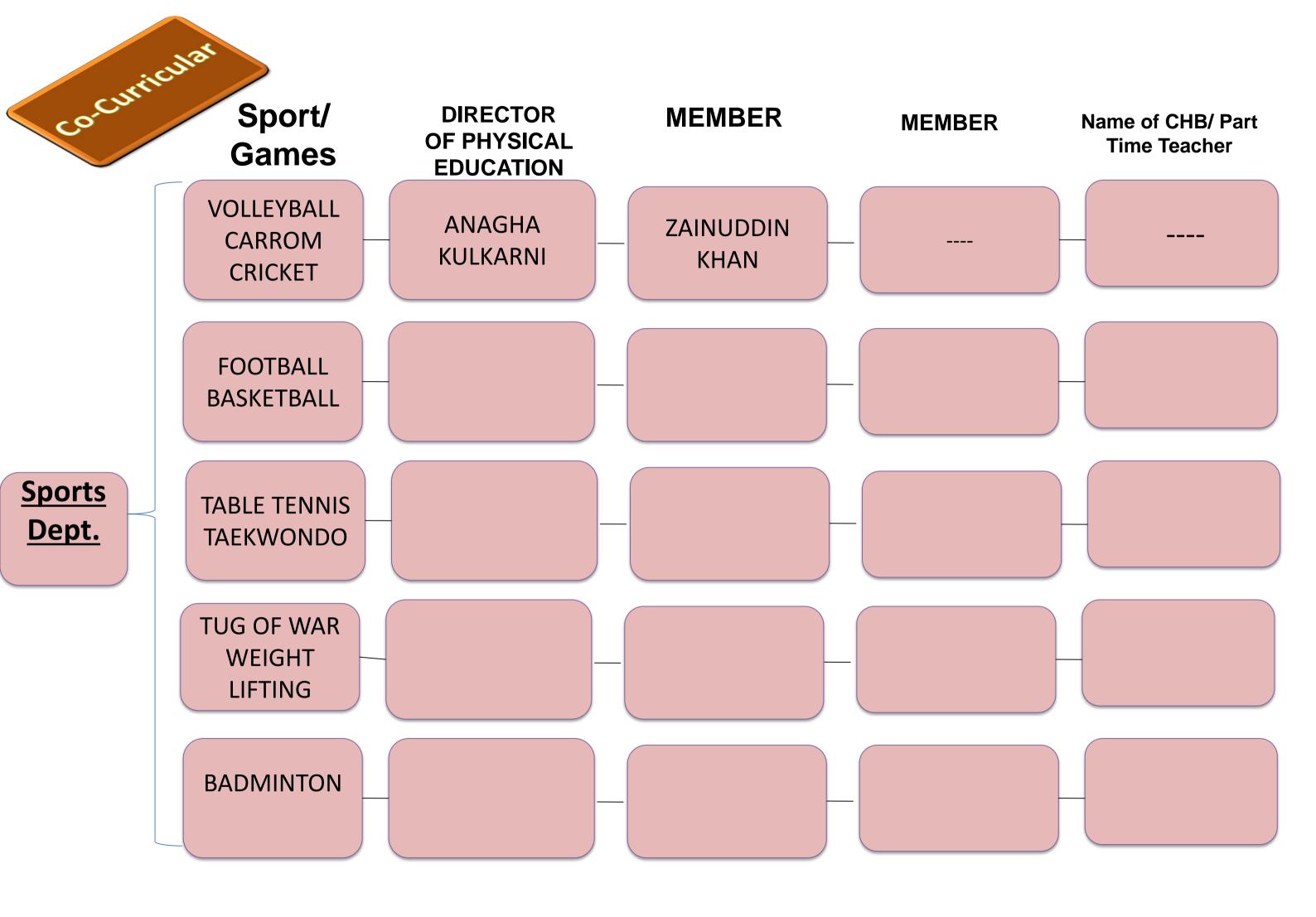






# Sports Dept.

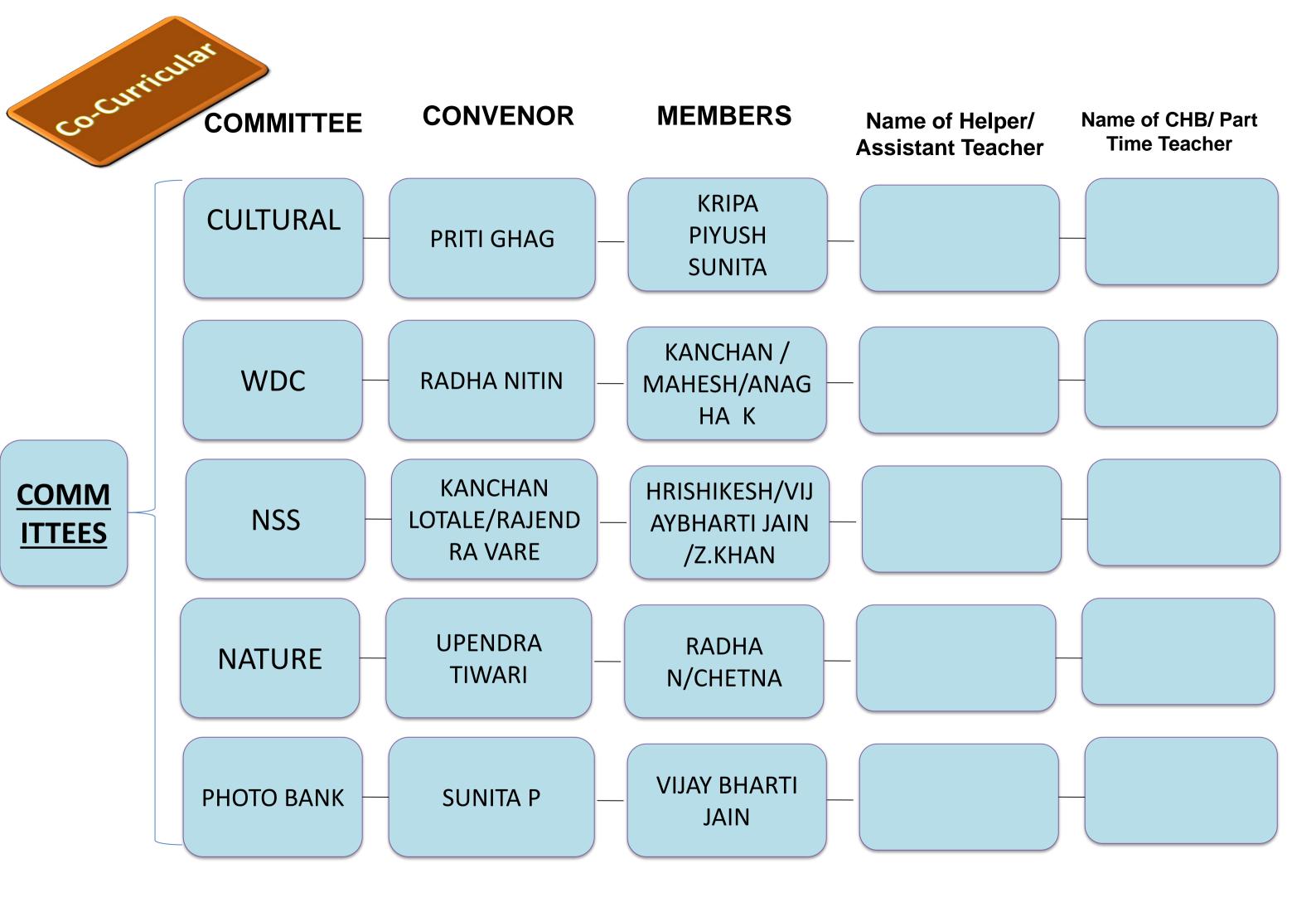
(Sports, Names of teachers)

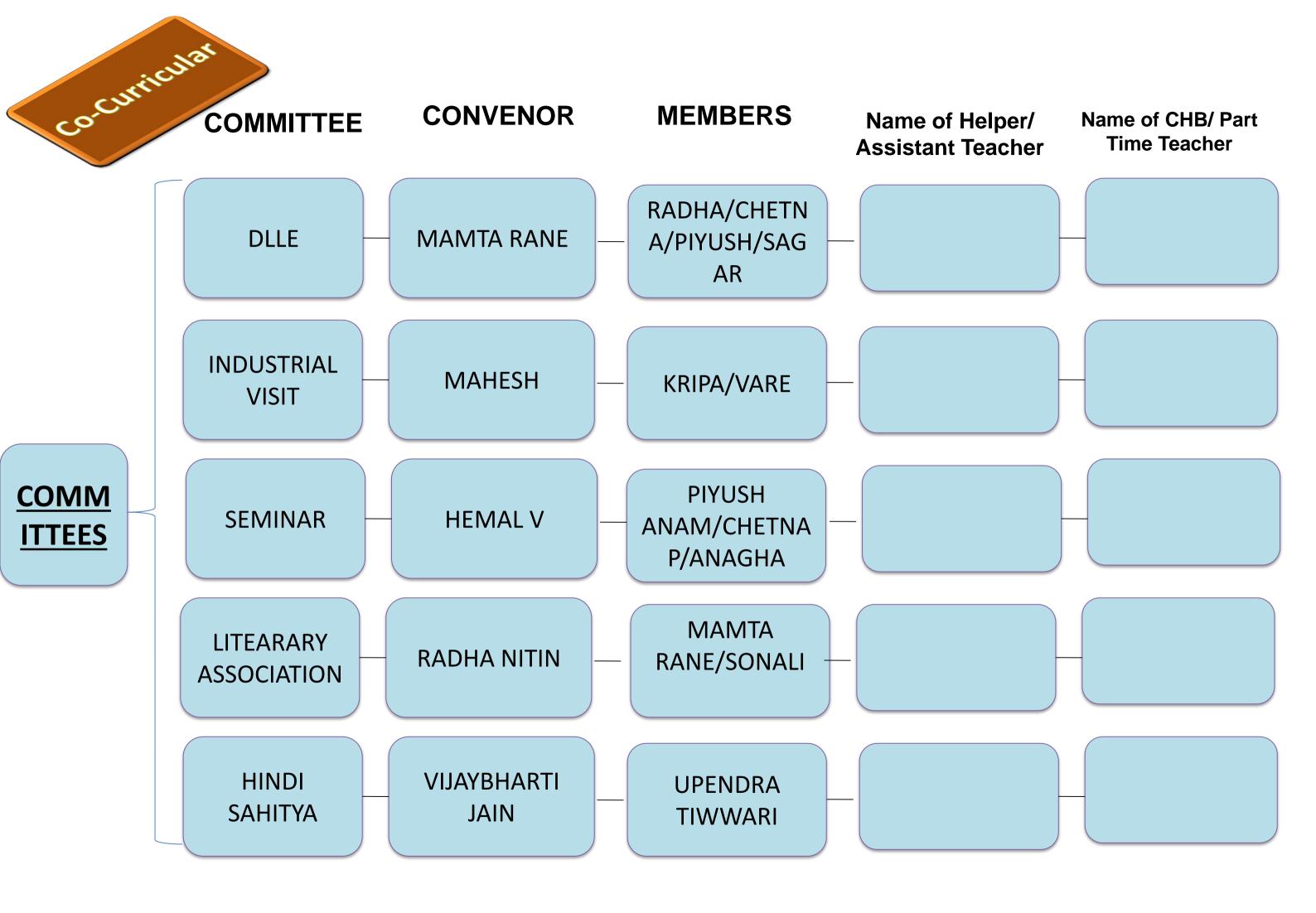


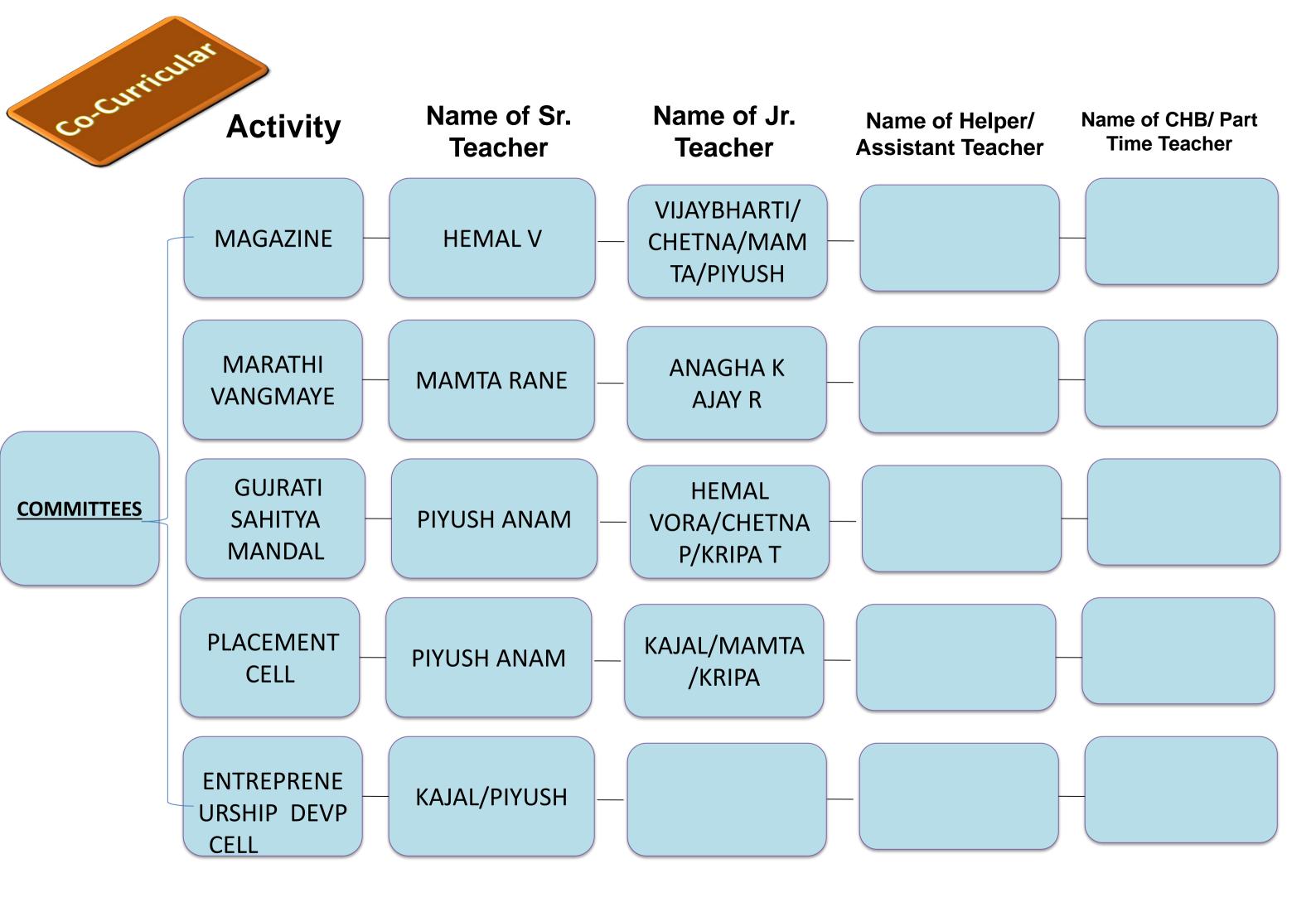


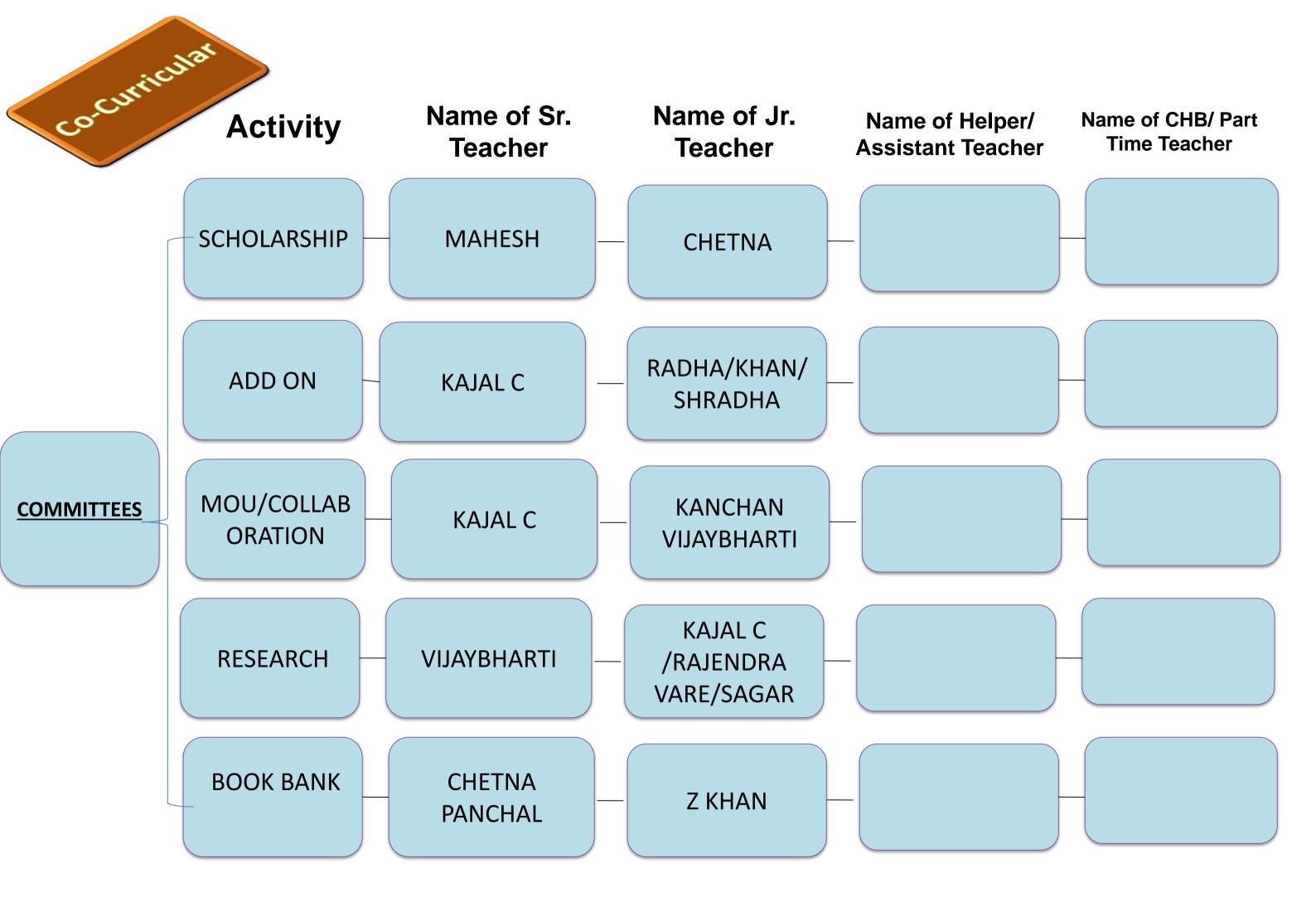
# **Activity Teachers**

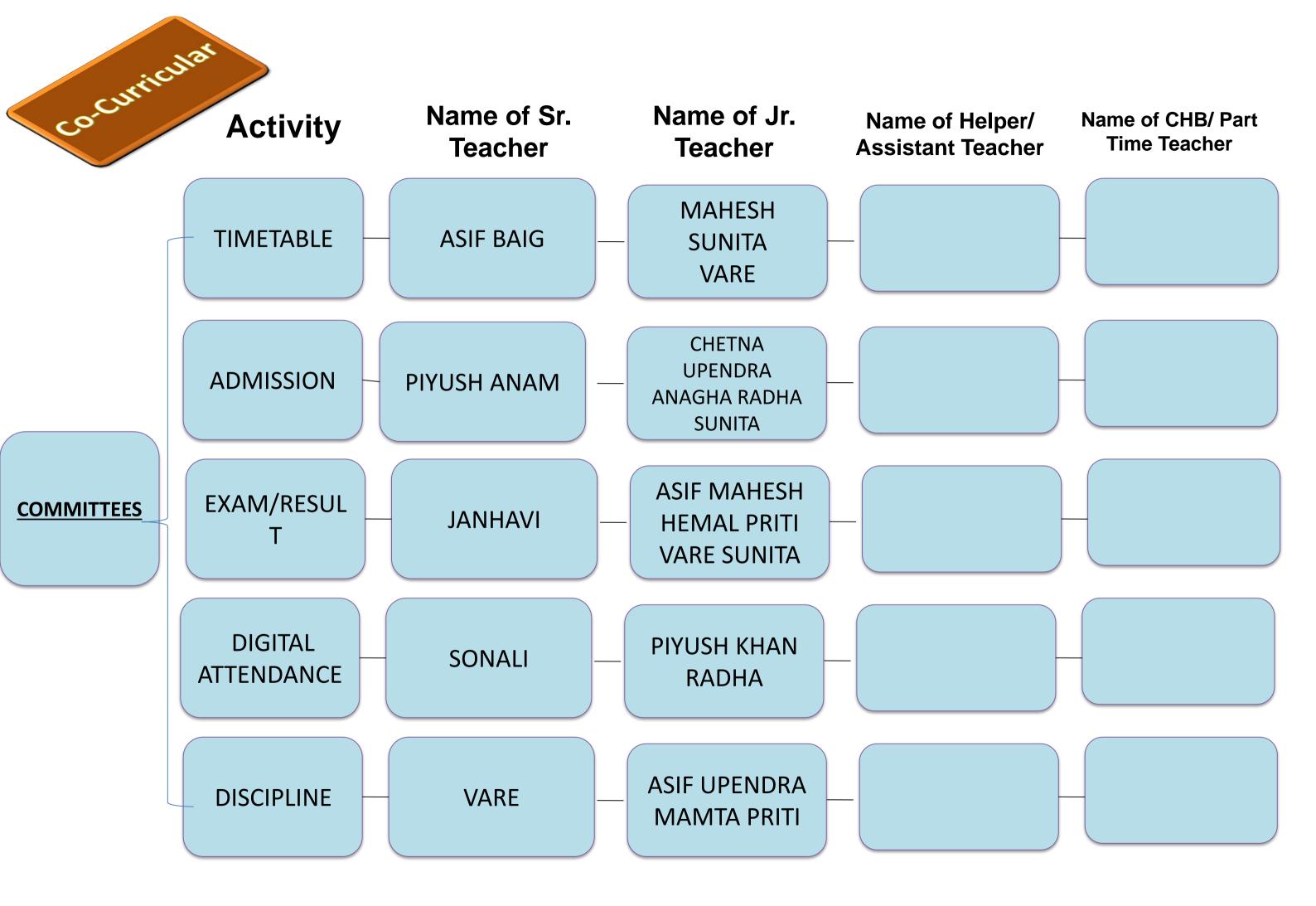
(Activity, Names of teachers)

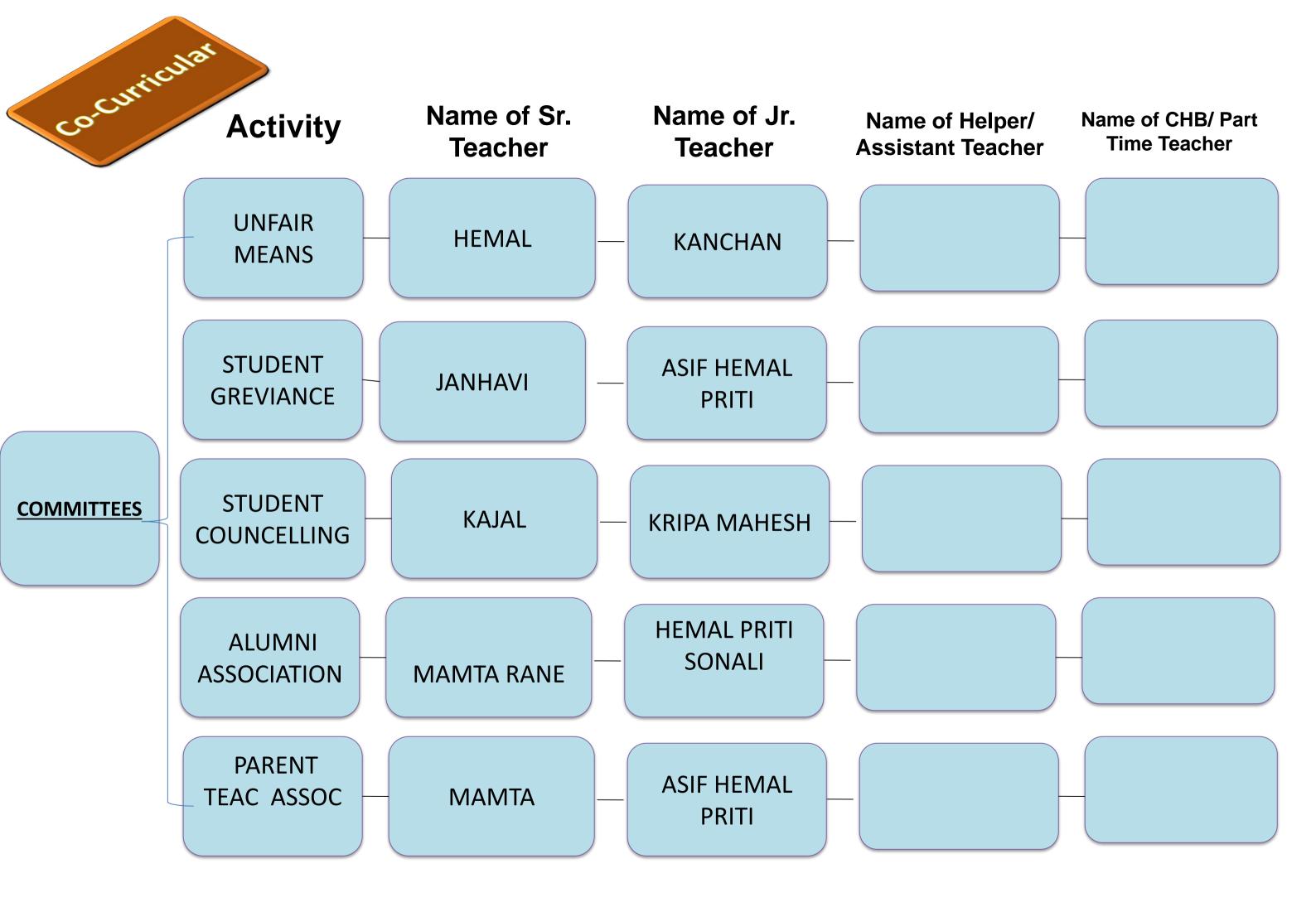


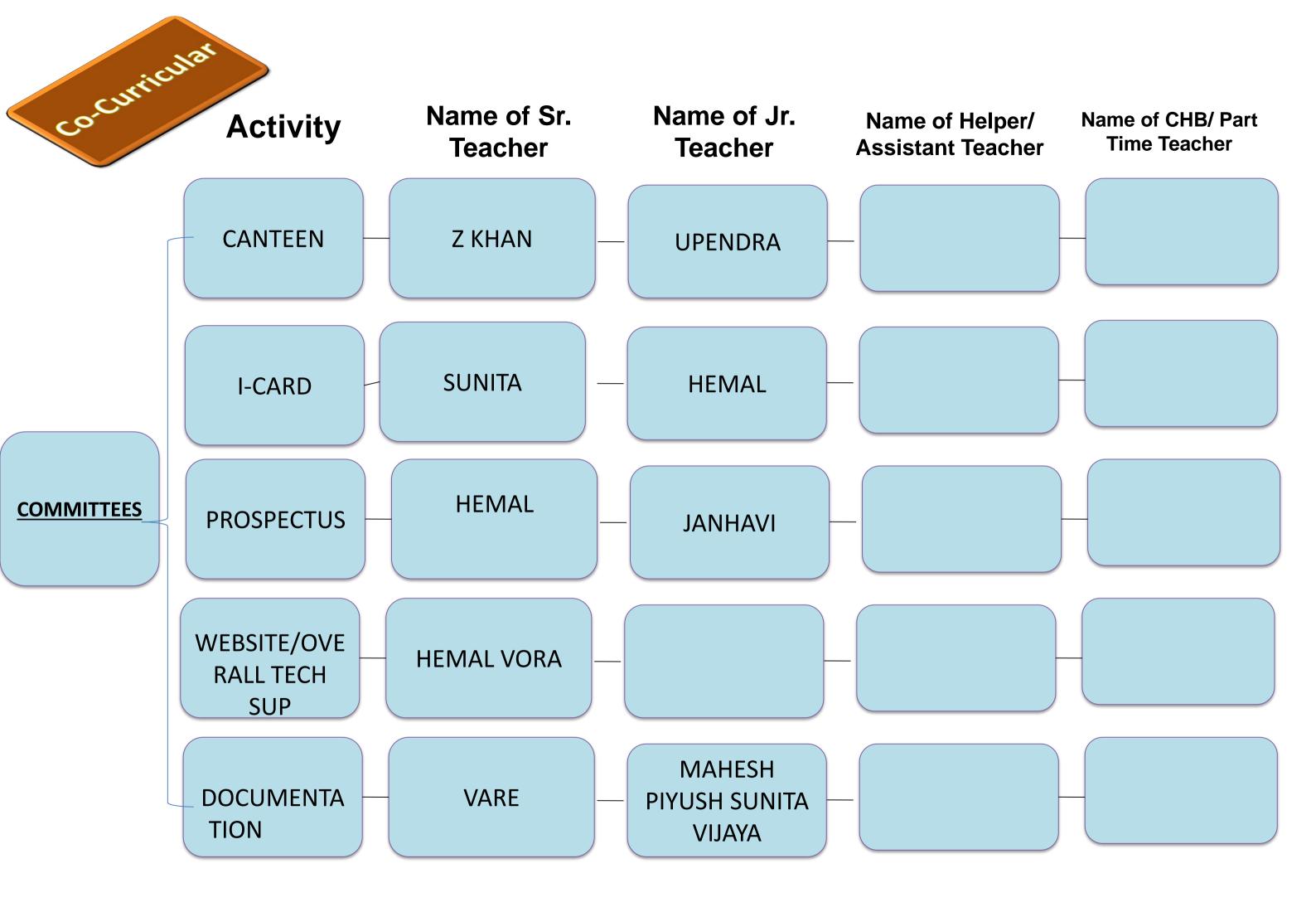


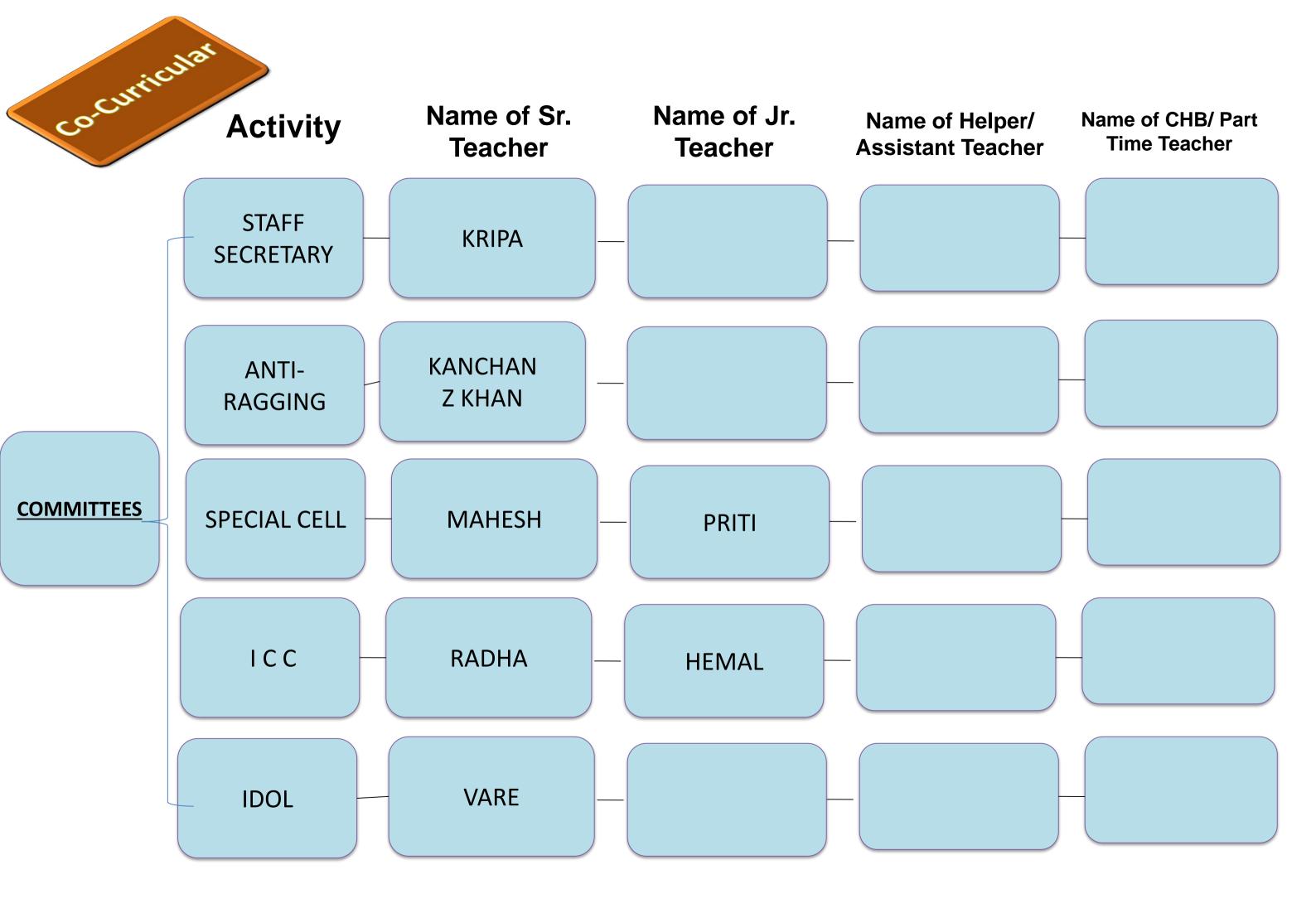


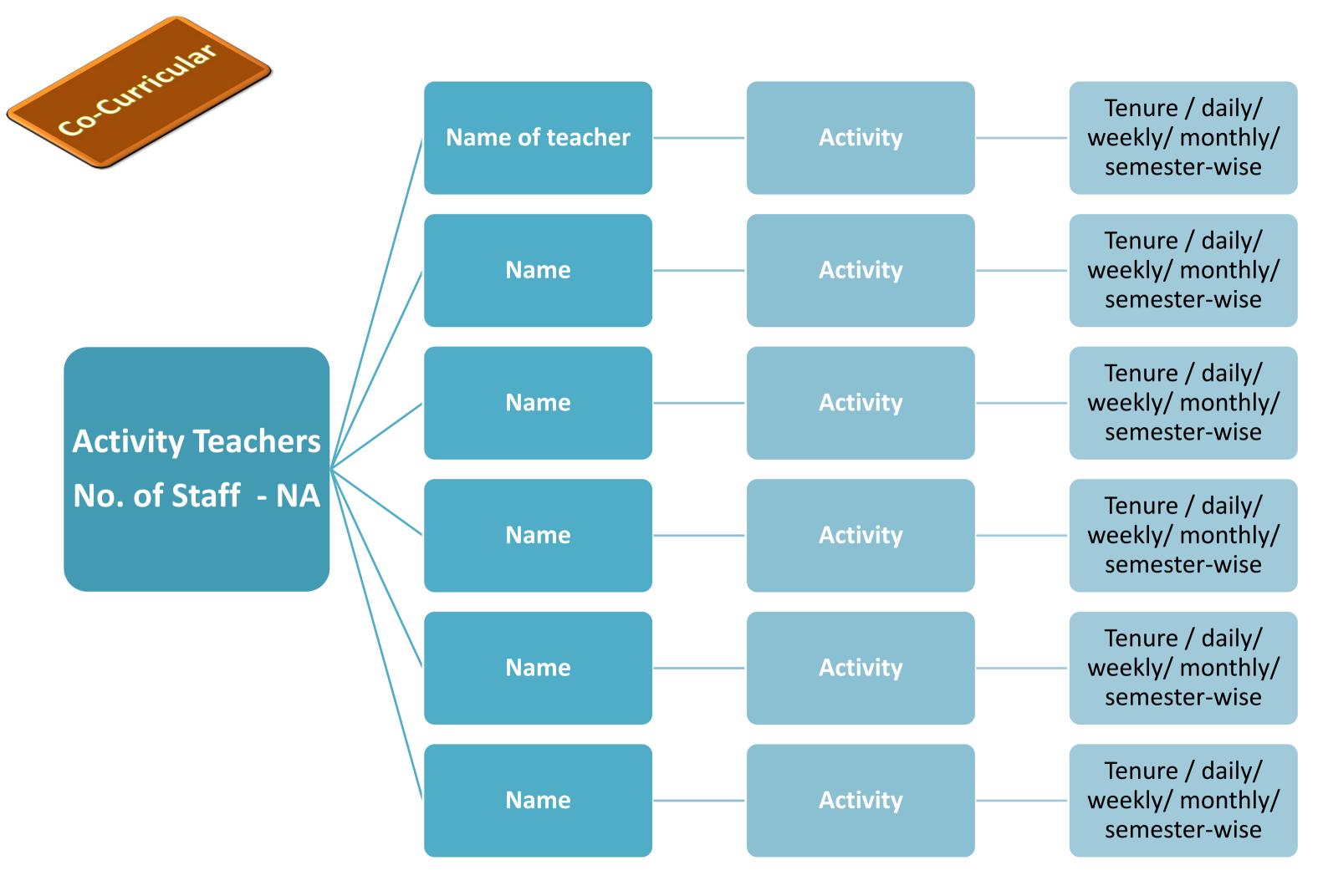








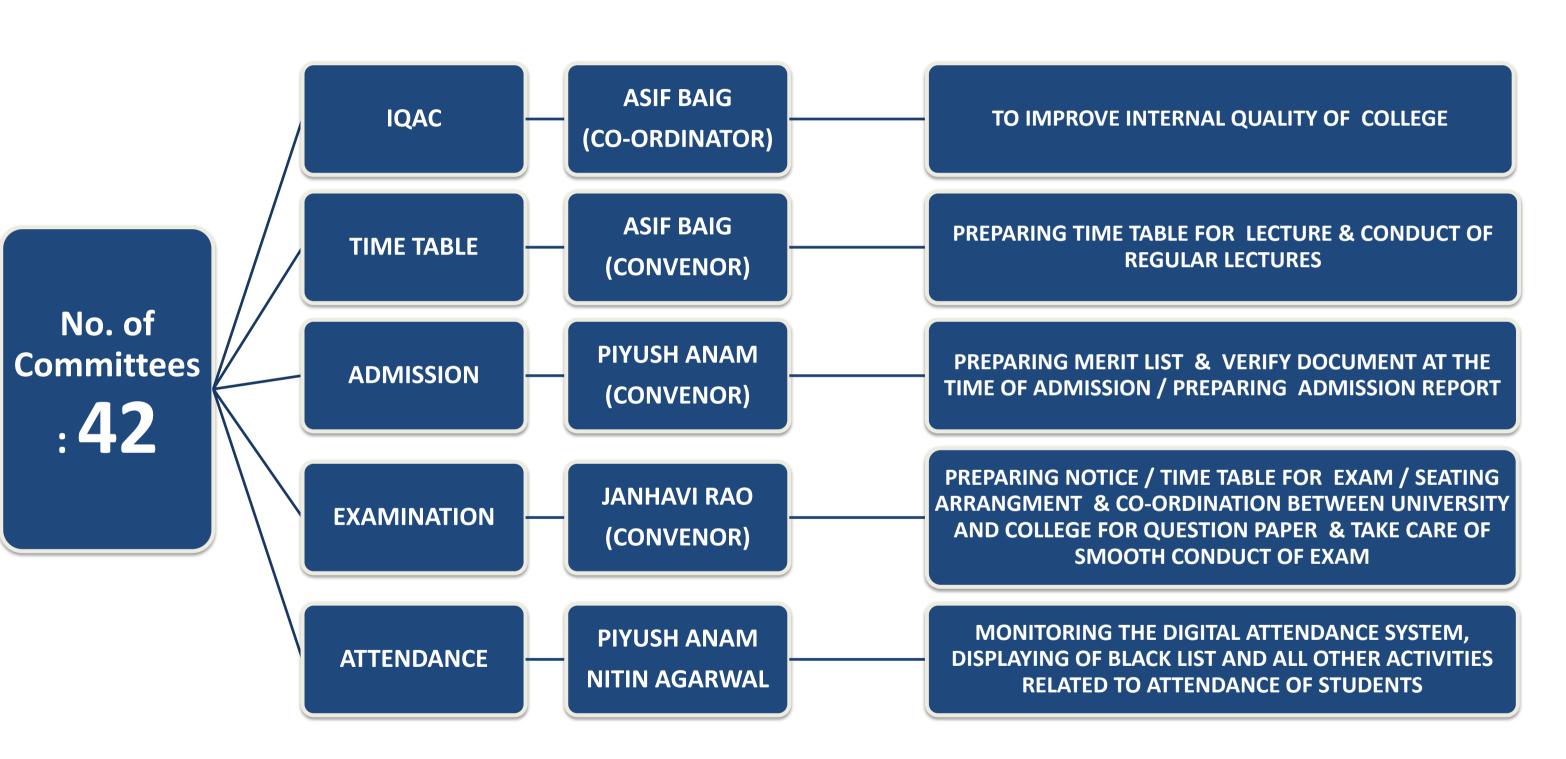






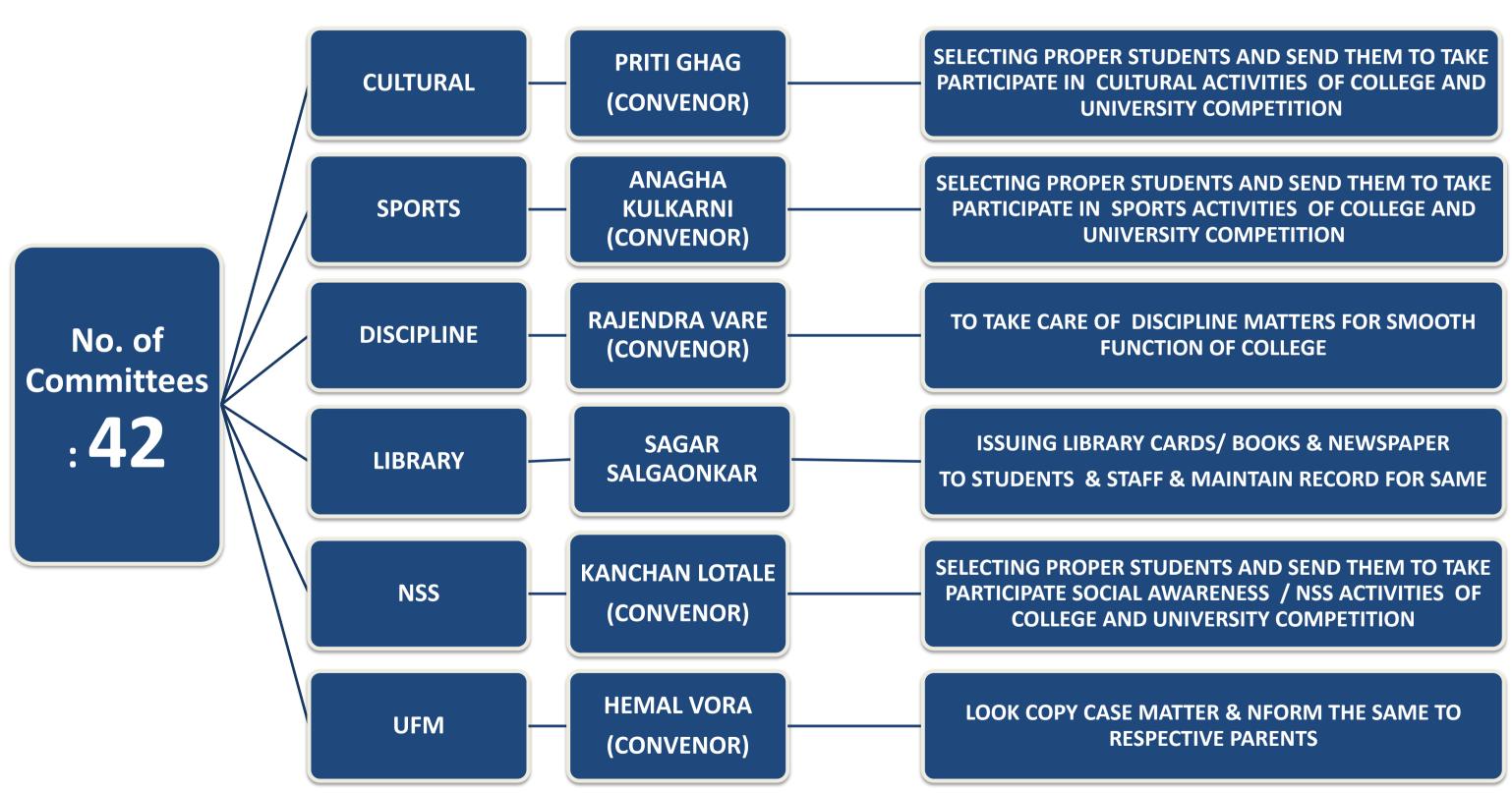
#### School/ College COMMITTEES





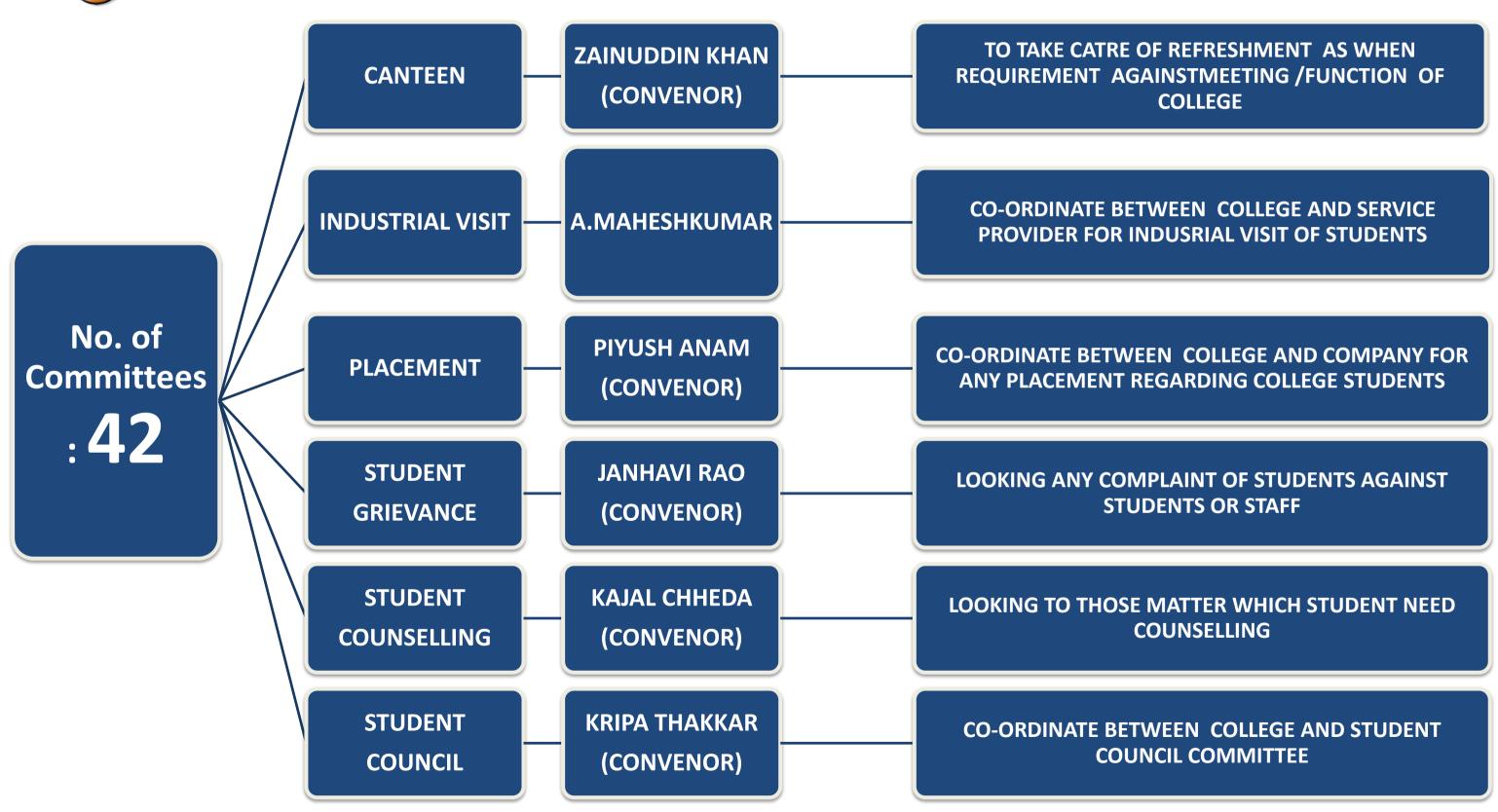


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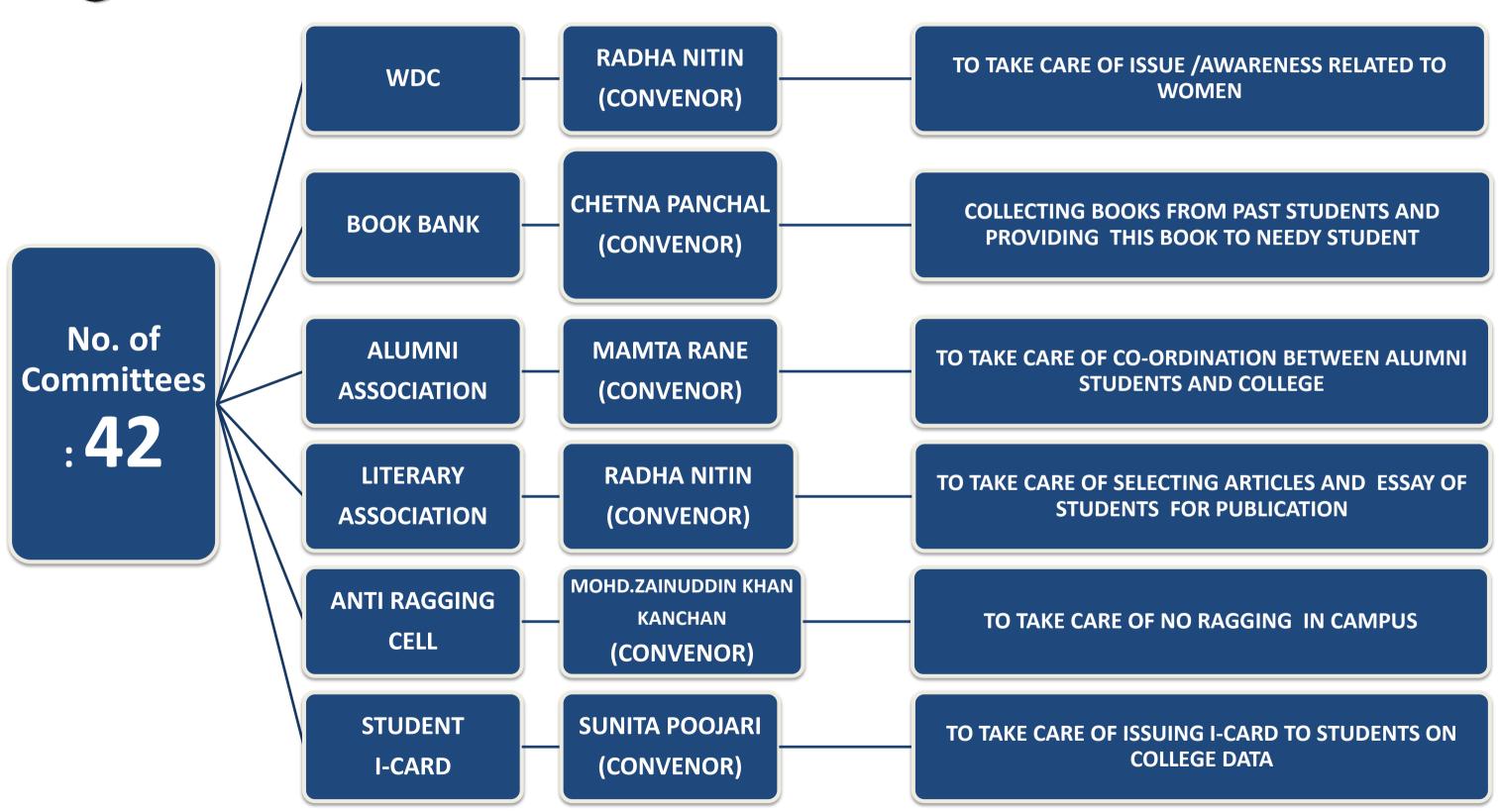
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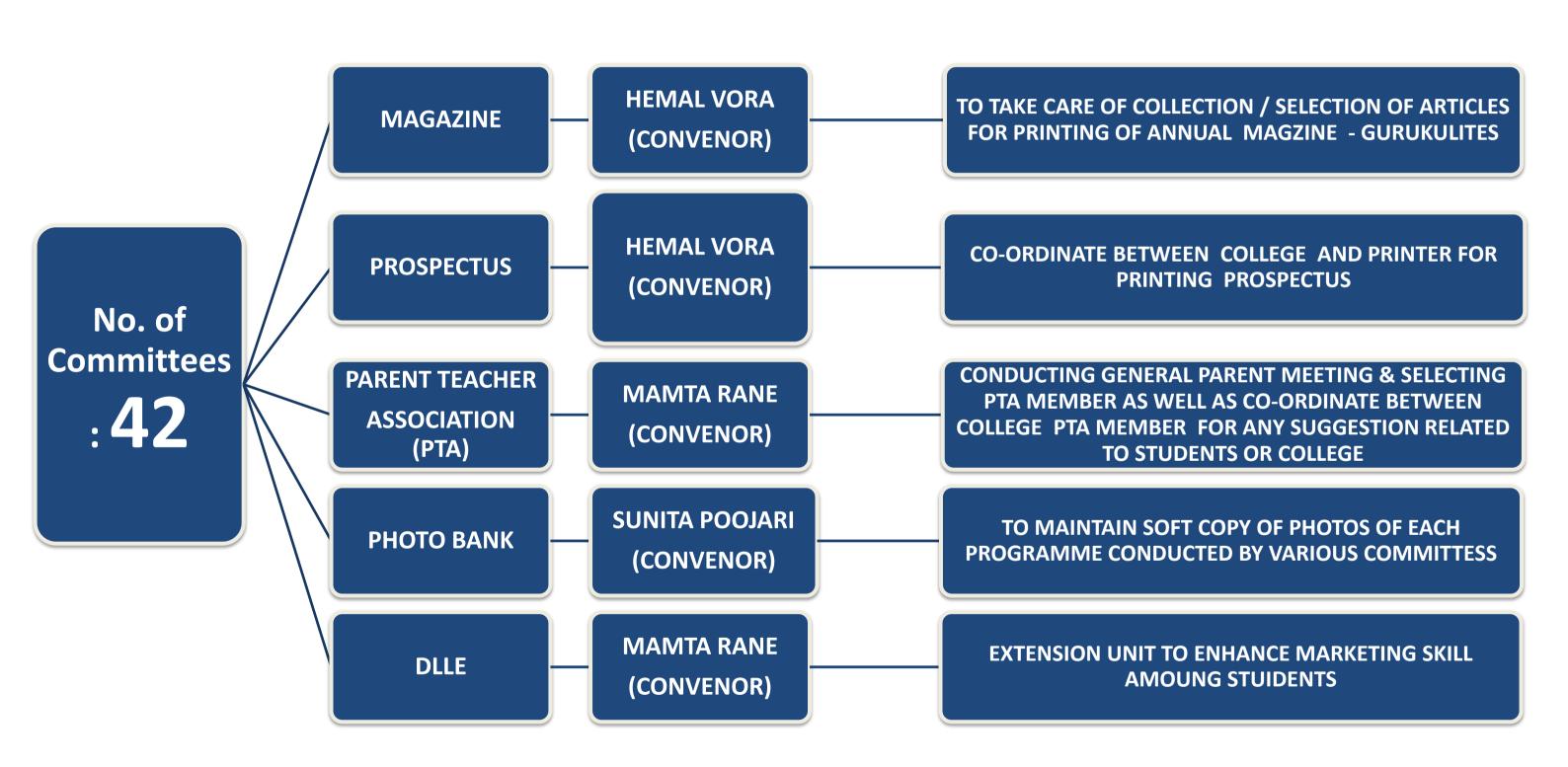


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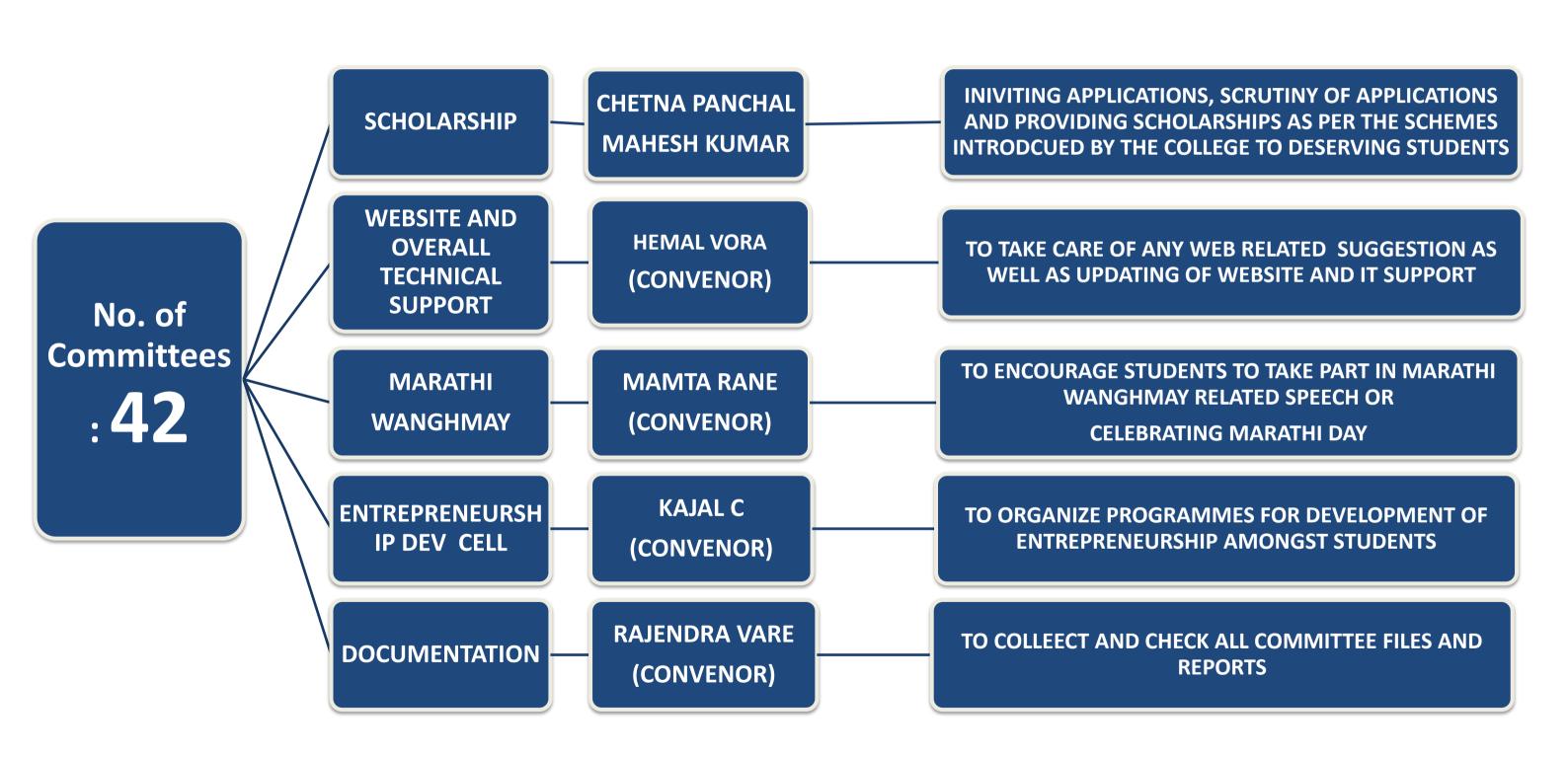


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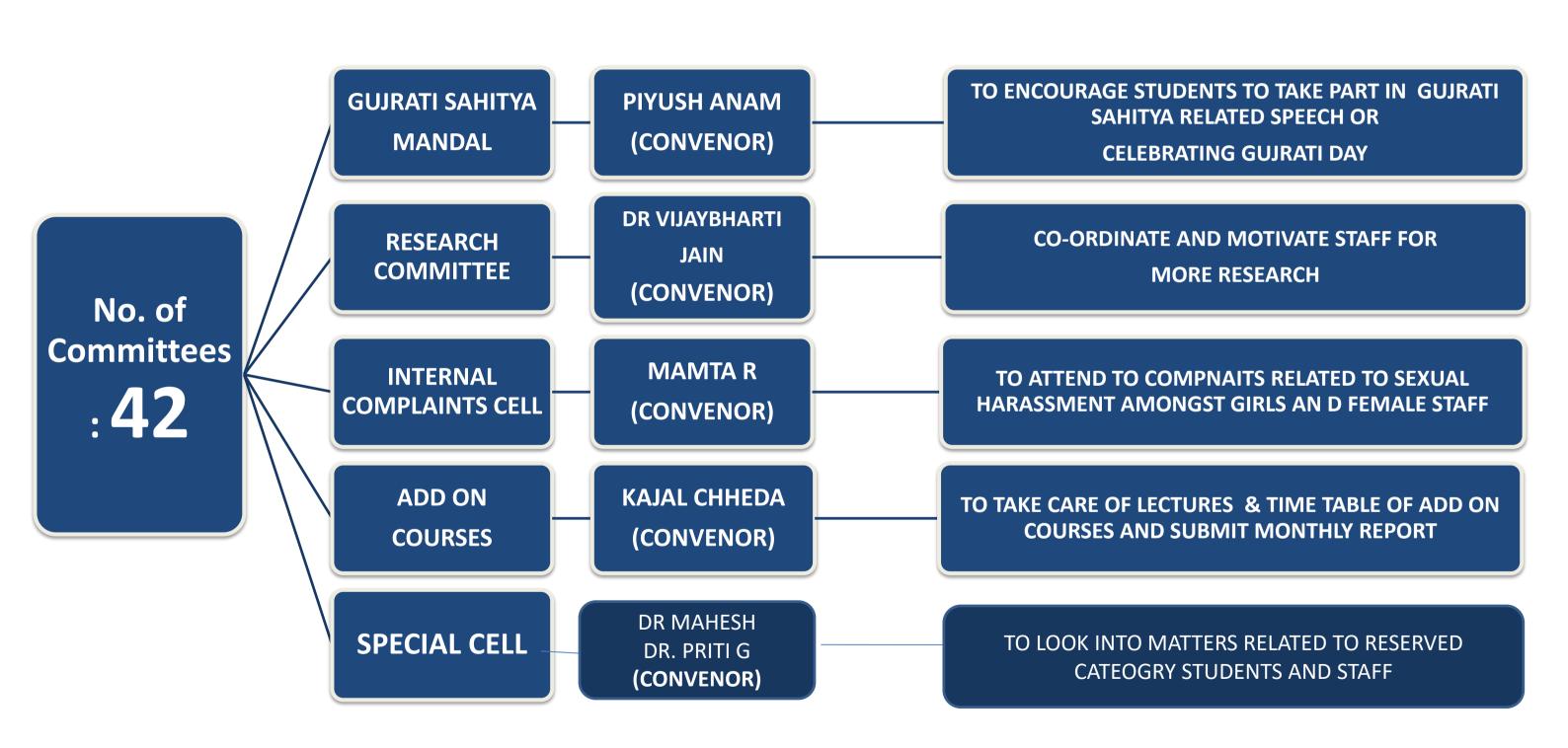


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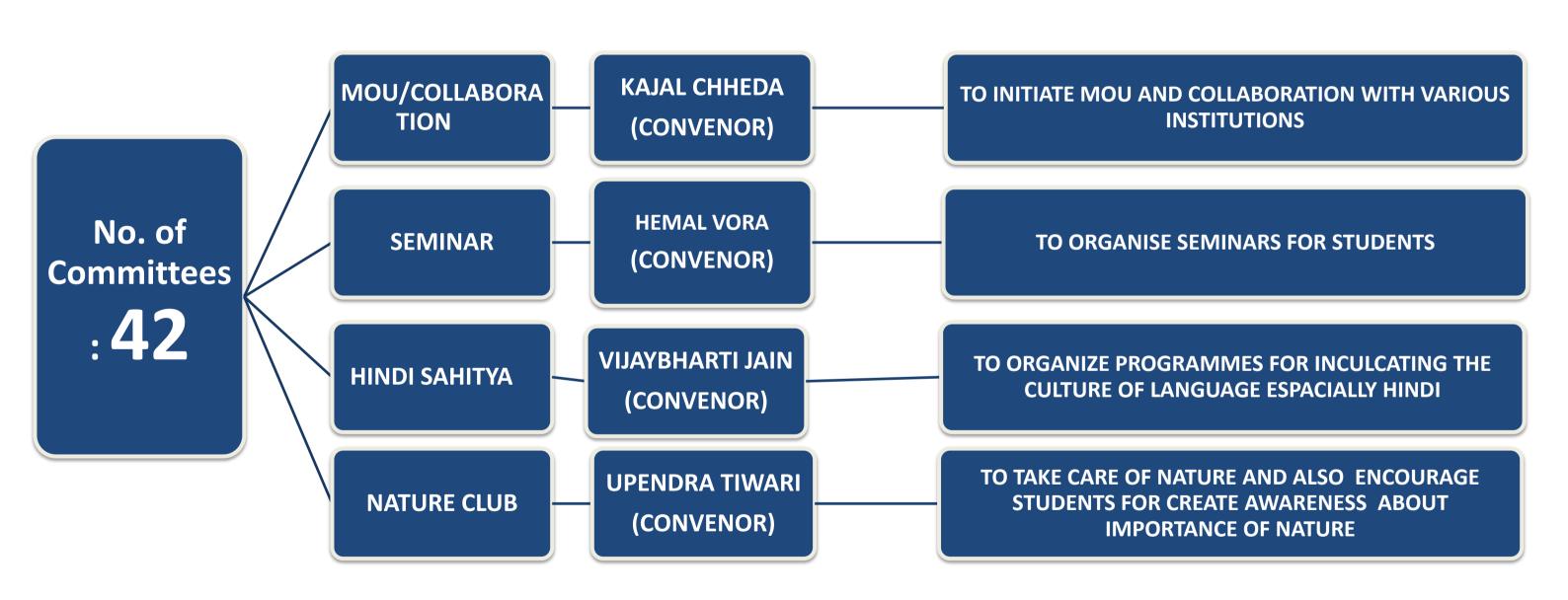


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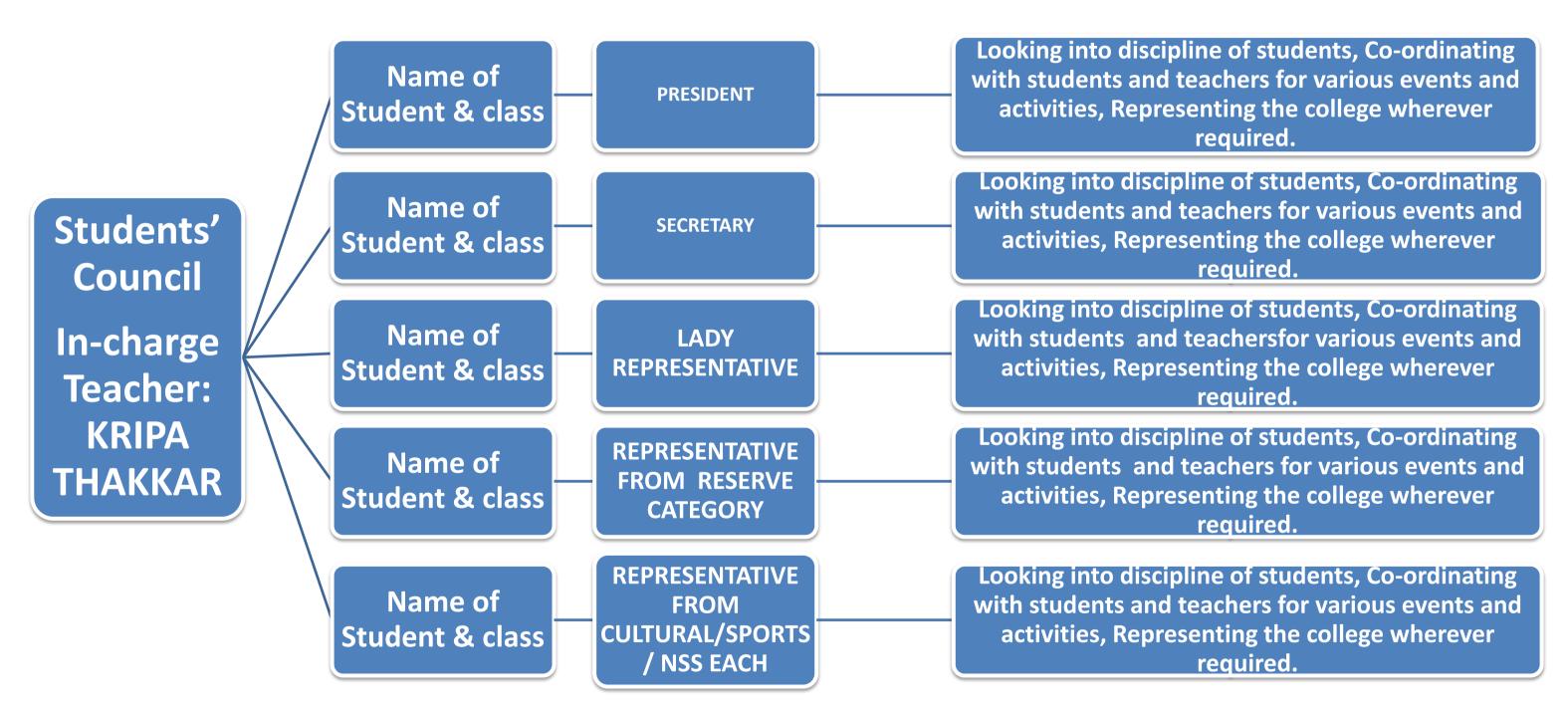




#### Students' Council



#### Students' Council



**TOTAL: 07 MEMBERS AND TWO CLASS REPRESENTATIVES**