



Dr. Babasaheb Ambedkar Technological University

(Established by Government of Maharashtra and Governed by
Dr. Babasaheb Ambedkar Technological University Act No. XXIX of 2014)
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Notification

DBATU/Reg/Board/Students Develop/2018/361

Date: 30th August 2018

Subject: Formation of Board of Students' Development and Extensional Activities at University level, Students' Development Cell in the University Departments, Students' Grievance Redressal Cell at University level.

The Executive Council of the Dr. Babasaheb Ambedkar Technological University in its 14th Meeting held on 4th August 2018 has approved formation of the following **Adhoc Board of Students' Development and Extensional Activities at University level, Students' Development Cell in the University Departments and the Students' Grievance Redressal Cell at University level** to plan and oversee various cultural and welfare activities of the students in affiliated colleges, institutions and University departments. The activities of the Board shall be carried out by the Director of Students' Development, and Extensional Activities.

(1) Adhoc Board of Students' Development and Extensional Activities

S. N.	Member	Name of Member/Affiliation
1	Vice-Chancellor or Senior most Dean, Chairman	Dr. V G Gaikar
2	Director, Students' Development and Extensional Activities OR A senior Professor of the University as In-Charge - Member Secretary	Dr. V G Sargade
3	I/c Associate Dean, Students' Development and Extensional Activities	Dr. Brijesh Iyer
4	Two professionals from Industry with HRD experience, nominated by the Vice-Chancellor	
4.1	<i>To be filled in consultation with I/c Director</i>	
4.2	<i>To be filled in consultation with I/c Director</i>	
5	Two teachers from University Department, nominated by the Vice-Chancellor	Dr. Neeraj Agrawal
5.1	<i>To be filled in consultation with I/c Director</i>	
5.2	<i>To be filled in consultation with I/c Director</i>	
6	Two teachers, nominated by the Vice-Chancellor, from NAAC Accredited affiliated colleges	

6.1	<i>To be filled in consultation with I/c Director</i>	
6.2	<i>To be filled in consultation with I/c Director</i>	
7	President and Secretary of the University Students Council OR in their absence, one representative of NCC and NSS each from the University, nominated by corresponding group of students	
7.1	NSS Student representative, nominated by Associate Dean-NSS	
7.2	NCC Student representative, Nominated by NCC coordinator	
8	One Jt. Director (student grievances) of a Regional Centre	Not present
9	One Dy. Director (student grievances) of a Sub-centre	Not present
10	I/c Associate dean, National Service Scheme of the University;	Dr. Hemant Warhatkar
11	Coordinator National Cadet Corps of the University	Dr. Milind Bhagat
12	District Sports Officer	
13	Two sports teachers /Directors of Physical Education , nominated by the Executive Council	
13.1	I/c Associate Dean-Sports, from University Departments	Dr. P B Lokhande
13.2	One representative from Affiliated, conducted or autonomous colleges	

A. Powers and Duties of the Board of Students; Development and Extensional Activities *(as per the Section 26(f) of the Act)*

(1) The Board of Students Development and Extensional Activities shall have the following powers and duties, namely-

- (a) to form committees for different activities under the purview of the Board;
- (b) to take necessary steps for promotion of culture, sports, physical education and students' development activities in colleges and University departments;
- (c) to establish rapport with groups (excluding political parties), societies and other professional bodies so as to involve them in the activities of Board;
- (d) to establish links with regional and national bodies to promote various cultural activities jointly with them;
- (e) to take up activities in colleges and University departments to promote interest and skills in non-professional areas;
- (f) to encourage participation in regional, national and international level activities and competitions through well trained teams in various sports;

- (g) to hold University level competitions, skills development workshops, interactive activities in order to bring the society closer to the colleges, institutions and University;
- (h) to devise, develop and implement innovative schemes of students' development including 'Earn and Learn Scheme', Education Loan, Vice-Chancellor's Aid Fund, Endowment Schemes, Student Exchange Schemes, etc.;
- (i) to devise a mechanism of grievance redressal of student and prevention of sexual harassment and ragging of students and to prepare and submit the Annual Report of the Board to Executive Council for approval;
- (j) to devise a mechanism to implement recommendations of the Commission as regards students' development ;
- (k) to take necessary measures to ensure participation of well-trained teams in various regional, national and international level competitions, and cultural, recreational and other activities.
- (l) to devise, develop and implement schemes of career counselling, psychological counselling and rehabilitation and upliftment of differently-abled students.
- (m) to co-ordinate activities of National Service Scheme(NSS) and National Cadet Corps (NCC) in University and affiliated Colleges.
- (n) to recommend to competent authority to make alternative arrangements regarding examinations for students participating in the inter-University or national or international sports, cultural competitions or NCC, NSS events during the relevant schedules of examinations as prescribed by Ordinances.
- (o) to take necessary steps for promotion of sports, culture, physical education and activities in the field of sports in colleges and University departments;
- (p) to establish rapport with groups, societies and other professional bodies so as to involve them in the activities of Sports and Physical Education;
- (q) to recommend to competent authority to make alternative arrangements regarding examinations of students participating in the inter-University or national or international sports tournaments or events during the relevant schedules of examinations as prescribed by Ordinances;
- (r) to undertake any other task as may be assigned by the University authorities so as to carry out the objectives of the Board

- (2) The Board shall submit a self-appraisal at the end of each academic year, but not later than 30th June to the Vice-Chancellor; and the Vice-Chancellor shall place the same before the Executive Council for its information.

B. Powers and Duties of the Director, Students' Development, and Extensional Activities *(under Section 9(j) and Section 23 of the Act)*

- (1) The Director, Students' Development, and Extensional Activities shall,—
- (a) work towards promotion of Sports, NSS, NCC, cultural, recreational and welfare activities of the students in colleges, institutions and University departments;
 - (b) conduct leadership training programmes for students;
 - (c) ensure availability of mentors and counselling cells for the students in colleges, institutions and University departments;

- (d) organize anti-ragging committees and squads and ensure that all necessary measures are taken to prevent ragging in the University, colleges and the institutions;
- (e) look into the grievances of the students;
- (f) help in building-up the all-round personality of students and to groom them to be future leaders and confident adults;
- (g) organize and coordinate cultural recreational and sports activities jointly with regional, national and international bodies;
- (h) promote the interest of the youth and develop their skills for appreciation of the fine and performing arts, pure arts and literary skills;
- (i) organize University, state, national and international level competitions, skills development workshops and interactive programmes in various fields for the students;
- (j) train the students for State, National and International level competitions in various cultural and professional activities and sports .
- (k) conduct elections to the University Students' Council;
- (l) cultivate excellence in various domains of sports and also to promote a spirit of healthy competition in the University;
- (m) promote sports, and organize activities in the field of sports in colleges, institutions and University departments;
- (n) organize University level competitions in various sports on the University campus;
- (o) process applications for visits of teachers and students from University departments, institutions, conducted colleges, colleges and recognized institutions to national and international University or institutions and assist them on logistic support for such visits;
- (p) oversee and monitor administration of Foreign Students' Assistance Cell which gives facility of a Single Window Operation to the foreign students;
- (q) process the applications received from foreign students for their admission to the University
- (r) establish and supervise the working of the Migrant Indian Students' Cell for providing Single Window Operation for students coming from other parts of the country;
- (s) prepare the report of the Board of Students' Development and Extensional Activities for presentation to Academic Council;
- (t) exercise such other powers and perform such other duties assigned to him by the University authority from time to time

(2) Students' Development Cell in the University Departments

S. N.	Member	Name of Member
1	Director, Students' Development and Extensional Activities OR A senior Professor from University Department	Dr. V G Sargade
2	I/c Associate Dean, Member Secretary	Dr. Brijesh Iyer
2	Five Teachers from University Departments	
2.1	I/c Associate Dean, NSS activities	Dr. Hemant Warhatkar
2.2	Coordinator of NCC activities	Dr. Milind P. Bhagat

2.3	I/c Associate Dean- Sports activities	Dr. P B Lokhande
2.4	Coordinator of Cultural activities	Dr. S. R. Sutar
2.5	Coordinator of Women' activities	Dr.(Mrs.) S. G. Dahotre
3	President and Secretary of the Students Council OR Representatives of NSS, NCC groups of the University	
3.1	NSS Representative, nominated by NSS coordinator	
3.2	NCC Representative nominated by NCC coordinator	
3.3	Cultural Representative- From Final Year as per merit list by the Cultural coordinator	
3.4	Sports Representative- From Final Year as per merit list by Sports Coordinator	
3.5	Women's Representative- From Final Year as per merit list by Womens' coordinator	

(3) Students' Grievance Redressal Cell at University level

S. N.	Member	Name of Member
1	Director, Students Development at University Chairman OR A Senior Professor from University Departments	Dr. V G Sargade
2	One Head of the Department of the University nominated by the Vice-Chancellor	Dr. S M Jadhav
	One Teacher from University Departments nominated by the Vice-Chancellor	Dr. Brijesh Iyer
4	One lady teacher from University Departments nominated by the Vice-Chancellor	Dr.(Mrs.) S. R. Hivre
5	Deputy Registrar OR a administrative Officer nominated by the Registrar- Member Secretary	To be nominated

C. Powers and Functions of the Grievances Redressal Committee

- (1) Subject to the general control of the Vice-Chancellor or Principal, the Grievances Redressal Committee shall exercise the following powers and perform the following functions.
- (2) The Committee at College, Subcentre, Regional Centre or University level shall function :
 - (a) To attend to all matters relating to the grievances of the Students and Staff, in general.
 - (b) To provide for oral advice to the students/ Employees whenever the oral advice is sufficient to resolve the grievances.

- (c) To provide for giving advice to the students/ Employees through reply to his / her queries / grievances through correspondence. This may include the correspondence to the other party to settle the grievance.
 - (d) To entertain and consider the grievances of the students/ Employees, if grievance is not settled by opting the options stated above.
 - (e) To hear both parties concerned and settle grievances at the earliest possible.
 - (g) To prepare and submit the recommendations relating to the Redressal of grievances of the students/Employees to the Vice-Chancellor / Principal for consideration and for taking such action as he deems fit; the decisions of the Vice-Chancellor / Principal on such a report shall be final and binding on all parties.
 - (h) To initiate the action, as it deems fit, against the defaulter(s) or the Person / Department / College / Institute, those who fail to comply with the recommendations of the Committee.
 - (i) To prepare, consolidate and submit to the Vice-Chancellor, every three months, a Report of working of the Committee. The Vice-Chancellor shall present the same to the Executive Council for its consideration.
 - (j) To consider and submit recommendations and suggestions in respect of reforms in the working of the various Sections of the University relating to the Redressal of grievances of the students and employees.
 - (k) To perform such other duties and discharge such other functions, for the purpose of effectively implementing these rules, as the Vice-Chancellor may direct.
- (3) The Committee shall not deal with any sub-judice cases and also the matter which is pending before another University Authority shall not be entertained by the Committee.
- (4) Applications against the decisions of the Head of Department or Director or Principal or Officer in charge of Administrative Department / Sections of the establishments may be admitted for the perusal of the Committee.
- (5) If the Committee feels it necessary to verify the grievances personally, it may authorize any member or members of the Committee to visit the concerned establishment to confirm before finalizing its recommendations on the said grievance and to discuss the same with both the parties.
- (6) The Committee shall make efforts to settle the disputes amicably. In the process if it feels necessary the Committee may hear the Principals, Directors or Heads of Departments or the office bearers of management.
- (7) The Member-Secretary shall be the custodian of all accounts and records, if any, placed at the disposal of the Cell.

The Member Secretary of the Board shall call the first meeting of the Board within 15 days of this notification and confirm the acceptance of the membership by all members and suggest three names in each category of the nominations for consideration of the Board and the Chairman in the first meeting.

The Minutes of all meetings of the Board shall be uploaded on the University's portal by the Member Secretary.



(Dr. Sunil S. Bhamare)
Registrar

Copy Submitted to: Hon'ble Vice-Chancellor, Dr. BATU, Lonere

Copy to: All above concerned