



H. J. THIM TRUST'S
THEEM COLLEGE OF PHARMACY AND RESEARCH

(Approved By PCI (New Delhi), Government of Maharashtra & DTE
Affiliated To University of Mumbai and MSBTE, Maharashtra)

Village - Betegaon, Boisar Chilhar Road, Boisar (E), Tal.-Dist.-Palghar, 401501. Tel: - 7769916109,
•Telefax : (02525) 284 927 •Email ID : info@theemcoe.org •Website : www.theemcoe.org

Ref:

TCPR/EST/24-25

Date: *09/02/25*

Office Order Cum Circular
Formation and Appointment of College Development Committee (CDC)

College Development Committee is formed as per Section 97 of the Maharashtra Public Universities Act, 2016. The Committee meets and makes recommendations for improving the standard of teaching in the college, discusses on the staffing pattern, distribution of teaching work-load, discipline of the college students etc. It determines the program of instructions and internal evaluation and discusses on the progress of studies in the college. The College Development Committee (CDC) is a statutory committee stipulated by the University which monitors the academic administration at the institute.

Objectives :

1. To 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 extracurricular activities
2. To decide about the overall teaching programmes or annual calendar of the college
3. To recommend to the management about introducing new academic courses and the creation of additional teaching and administrative posts;
4. To take review of the self-financing courses in the college & make recommendations for their improvement;
5. To make specific recommendations to the management to encourage and strengthen research culture, consultancy and extension activities in the college;
6. To provide community based out-reach services through extension activities.
7. To make specific recommendations to the management to foster academic collaborations to strengthen teaching and research;
8. To make specific recommendations to the management to encourage the use of information and communication technology in teaching and learning process;
9. To make specific recommendations regarding the improvement in teaching and suitable training programmes for the employees of the college;
10. To prepare the annual financial estimates (budget) and financial statements of the college or institution and recommend the same to the management for approval;
11. To formulate proposals of new expenditure not provided for in the annual budget;
12. To make recommendations regarding the students' and employees' welfare activities in the college;
13. To discuss the reports of the IQAC and make suitable recommendations;
14. To frame suitable admissions procedure for different programmes by following the statutory norms;
15. To plan major annual events in the college, such as annual day, sports events, cultural events, etc. With help of Student Nurses Association unit and Student Council;
16. To recommend the administration about appropriate steps to be taken regarding the discipline, safety and security issues of the college;
17. To recommend the distribution of different prizes, medals and awards to the students;
18. To consider and make appropriate recommendations on inspection reports, local inquiry reports, audit report, report of National Assessment and Accreditation Council, etc.;



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19. To prepare the annual report on the work done by committee for the year ending on the 30th June and submit the same to the management of such college and the university;
20. To perform such other duties and exercise such other powers as may be entrusted by the management and the university

As per AICTE, DTE, University of Mumbai and MSBTE NORMS, Theem College of Pharmacy & Research has constituted the College Development Committee The following coordinator and members are appointed for CDC.

College Development Committee

DESIGNATION	LIST OF MEMBERS	DESIGNATION	CONTACT NO.
Chairman	Mr. Anwar Husain Thim	Chairman of H.J. Thim Trust	9284254941
Member	Mr. Md. Sharif Thim	Secretary of the Trust	9833366 418
Member	Prof. Raees Ahmad	Training & Placement Officer	9373884733
Member	Dr. N. K. Rana	Academician	9833366487
Member	Shivani Sonawale	Assistant professor	9890693768
Member	Miss. Shruti Dalvi	Assistant Professor	9373817057
Member	Mr. Zahid Khan	Social services	8956334253
Member	Anup Kumar Wishwakarma	Student council	8009212017
Co-ordinator IQAC	Mr. Anwar Ahmad	Assistant Professor	9049330454
Member Secretary	Dr. Raja Rajeswari Kamiseti	Principal	8019582779



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PRINCIPAL
THEEM COLLEGE OF PHARMACY & RESEARCH
At, Village Betegaon, Boisar Chilhar Road,
Boisar (East) Tal. Palghar, Dist. Palghar - 401501.