

SHIVTEJ AROGYA SEVA SANSTHA'S



YOGITA DENTAL COLLEGE AND HOSPITAL

REGD.NO.MAH/F/-1588/RATNAGIRI

(Recognized by Dental Council of India, New Delhi & Affiliated to Maharashtra University of Health Science, Nashik)

LIST OF COMMITTEES - 2022

Sr no	Name of the committee
1.	Internal Quality Assurance Cell
2.	NAAC Core Committee
3.	College council committee
4.	Curriculum committee
5.	Anti-ragging committee
6.	Vishakha committee
7.	Grievances redressal committee
8.	Institutional ethical committee
9.	Research committee
10.	Purchase committee
11.	Library committee
12.	Sports committee
13.	Cultural committee
14.	Parent teachers' association
15.	Extension activities committee
16.	Canteen/food committee
17.	Patient Rights and Education committee
18.	Interdisciplinary committee
19.	Admission Cell Committee
20.	Alumina association committee
21.	Attendance Committee
22.	Radiation Safety Measure Committee
23.	Disaster Management Committee
24.	IDA Committee
25.	Orientation Programme Committee
26.	Maintenance Committee
27.	Bio Medical waste Management Committee
28.	Student Welfare Committee
29.	Code of Conduct and Code of Ethics Committee
30.	IDM Committee
31.	Hostel Sanitation Committee

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INTERNAL QUALITY ASSURANCE CELL

<u>S. No.</u>	<u>Staff Name</u>	<u>Role</u>
1.	Dr. Varsha Jadhav	Chairperson
2.	Mr. Mahadik	Member (Management)
3.	Dr. Premraj Jadhav	Member- Senior Administrative staff
4.	Dr. Shirin Kshirsagar	Convener/ Member Secretary
5.	Dr. Aditya D.	Member (Teaching staff)
6.	Dr. Snehal Bhalerao	Member (Teaching staff)
7.	Dr. Joel Koshy Joseph	Member (Teaching staff)
8.	Dr. Rajkishen Agrawal	Member (Teaching staff)
9.	Dr. Siddhesh Bandekar	Member (Teaching staff)
10.	Dr. Anil Joshi	Member (Educationalist)
11.	Mr. Prashant Kadam	Member (Local Society)
12.	Mr. Vighnesh Kadam	Member (Student)
13.	Dr. Nehal Sonawane	Member (Alumni Representative)
14.	Mr. Prasad Patwardhan	Member Industrialists
15.	Mr. Prasad Shigwan	Member Stakeholders



ROLES AND RESPONSIBILITIES

- To develop a system for conscious, consistent, and catalytic action to improve the academic and administrative performance of the institution.
- To promote measures for institutional functioning towards quality enhancement through internalization of quality culture and institutionalization of best practices.
- Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution;
- Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process;
- Arrangement for feedback response from students, parents, and other stakeholders on quality-related institutional processes;
- Dissemination of information on various quality parameters of higher education;
- Organization of inter and intra institutional workshops, seminars on quality related themes, and promotion of quality circles;
- Documentation of the various programs/activities leading to quality improvement;
- Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices;
- Development and maintenance of institutional database through MIS for the purpose of maintaining /enhancing the institutional quality;
- Development of Quality Culture in the institution;
- Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC.

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NAAC CORE COMMITTEE

<u>S. No.</u>	<u>Staff Name</u>	<u>Role</u>
1.	Dr. Varsha Jadhav	Dean
2.	Dr. Shirin Kshirsagar	NAAC Co-Ordinator
3.	Dr. Ashutosh Deshpande	Criteria I
4.	Dr. Pradeep Taide	Criteria I
5.	Dr. Indrajeet Deshpande	Criteria II
6.	Dr. Aditya Dupare	Criteria II
7.	Dr. Mugha Khond	Criteria II
8.	Dr. Varunraj Jadhav	Criteria III
9.	Dr. Priyanka Razdan	Criteria III
10.	Dr. Truppti Sonone	Criteria IV
11.	Dr. Ben Joshua	Criteria IV
12.	Dr. Shoeb Jendi	Criteria V
13.	Dr. Rajkishan Agrawal	Criteria V
14.	Dr. Joel Koshy Joseph	Criteria VI
15.	Dr. Chandan Sengupta	Criteria VII
16.	Dr. Pawankumar Gujjar	Criteria VIII
17.	Mr.Sushant Borate	Clerk



ROLES AND RESPONSIBILITIES:

- Generate awareness of quality in education
- To encourage innovations, self-evaluation, and accountability in higher education
- Contributing to National Development
- Fostering Global Competencies among Students
- Inculcating a Value System among Students: it is essential that students imbibe the appropriate values commensurate with social, cultural, economic, and environmental realities, at the local, national, and universal levels. Whatever the pluralities and diversities that exist in the country, there is a persisting concern for inculcating the core universal values like truth and righteousness apart from other values emphasized in the various policy documents of the country
- Promoting the Use of Technology: Using technology as a learning resource, managing the activities of the institution in a technology-enabled way will ensure effective institutional functioning
- Quest for Excellence: Contributing to nation-building and skills development of students, Higher Education Institutions should demonstrate a drive to develop themselves into centers of excellence. Excellence in all that they will contribute to the overall development of the system of higher education of the country as a whole.

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COLLEGE COUNCIL COMMITTEE

<u>S. No.</u>	<u>Staff Name</u>	<u>Role</u>
1.	Varsha Jadhav	Head
2.	Dr. Joel Koshy Joseph Dr. Ben Joshua Dr. Tehsin Desai	UG Student Head Coordinator
3.	Mr. Vighnesh Kadam	Students Representative (GS)



ROLES AND RESPONSIBILITIES:

- To officially represent all the students in the Institute.
- To identify and help solve problems encountered by students in the Institute.
- To communicate its opinion to the Institute administration on any subject that concerns students and on which the council wishes to be consulted.
- To promote and encourage the involvement of students in organizing Institute activities.
- To promote the interests of students among the Institute administration, staff and parents.
- To inform students about any subject that concerns them
- To identify and help solve problems encountered by students in the Institute.
- To consult students on any issue of importance.
- To organize educational and recreational activities for students.
- To participate in developing the Institute's educational projects and to promote it to students
- To organize an activity to recognize the efforts of students involved in organizing Institute activities.
- To propose activities to the Institute administration that would improve the quality of life in the Institute.

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CURRICULUM COMMITTEE

<u>S. No.</u>	<u>Staff Name</u>	<u>Role</u>
1.	Dr. Unmesh Khanvilkar	Head
2.	Dr. Kedar Vaidya	Member
3.	Dr. Pradeep Taide	Member
4.	Dr. Siddhesh Bandekar	Member

ROLES & RESPONSIBILITIES

- The Curriculum Committee shall discuss and recommend proposals affecting the academic program of the College, including but not limited to course proposals, program changes, addition and deletion of programs, degree requirements, and general policies with an impact on instruction and learning.
- To ensure that students learn the requisite knowledge, skills, attitudes, and behaviors to progress to their internship.
- Review, evaluate, and periodically update the competencies of the entire batch.
- Ensure adequate coverage of all competencies throughout the curriculum.
- Consult with individual staff to evaluate whether the distribution of competencies among the students is coherent.



ANTIRAGGING COMMITTEE

<u>S. No.</u>	<u>Staff Name</u>	<u>Role</u>
1.	Dr. Varsha Jadhav	Academic Representative
2.	Dr. Hemangi More	Management Representative
3.	Dr. Anamika Gupta	Member (Staff Representative)

ROLES AND RESPONSIBILITIES

- At YDCH, Khed we follow a strict policy against Ragging and any activity resembling to it. Ragging is totally banned and anyone found guilty of ragging and /or abetting ragging is liable to be punished.

Punishment for participation in/or form of ragging form:

The following Punishment may be given to the learners for Participation in/or Abetment of Ragging:-

- Cancellation of admission from the college.
- Suspension from attending lectures and practicals.
- Withholding/withdrawing scholarship/fellowship and other benefits.
- Debarring from appearing in any Internal /semester-end examination or another evaluation process.
- Withholding results of Internal /semester-end examination of the college.
- Suspension/expulsion from the college hostel.
- Rustication from the institution for periods varying from 1 to 4 semesters or equivalent period.
- Expulsion from the college and consequent debarring from admission to any other college/institution

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VISHAKHA COMMITTEE

<u>S. No.</u>	<u>Staff Name</u>	<u>Role</u>
1.	Dr. Varsha Jadhav	Academic (Representative)
2.	Dr. Hemangi More	Management Representative
3.	Dr. Rashmi J	Member (Staff)
4.	Dr. Mugdha Khond	Member (Staff)

ROLES & RESPONSIBILITIES

Yogita Dental College & Hospital, Khed has constituted a Vishakha committee with the aim of promoting gender equality and women empowerment among students and staff members. It seeks to address protection against gender discrimination and sexual harassment of women in the college campus, prevention and redressal of such complaints and for matters connected therewith or incidental thereto.

- To develop a policy against sexual harassment of women at the Institute.
- To evolve a permanent mechanism for the prevention and redressal of sexual harassment cases and other acts of gender based violence at the Institute.
- To ensure the implementation of the policy in letter and spirit through proper reporting of the complaints and their follow-up procedures.
- To create a secure physical and social environment to deter any act of sexual harassment.
- To ensure that youth in college are aware of the Vishakha Guidelines & grievance cell.



GRIEVANCES REDRESSAL COMMITTEE

<u>S. No.</u>	<u>Staff Name</u>	<u>Role</u>
1.	Dr. Shirin Kshirsagar	Head
2.	Dr. Rajkishan Agrawal	Member
3.	Dr. Shoeb Jendi	Member

ROLES & RESPONSIBILITIES

The functions of the Committee are to look into the complaints lodged by any student, and judge its merit. The Grievance Redressal Committee is also empowered to look into matters of harassment. Anyone with a genuine grievance may approach the Grievance Redressal Committee members in person.

A Grievance Redressal Committee has been constituted for the redressal of the problems reported by the Students of the College with the following objectives:

- Upholding the dignity of the College by ensuring strife free atmosphere in the College through promoting cordial Student-Student relationship and Studentteacher relationship etc.
- Encouraging the Students to express their grievances / problems freely and frankly, without any fear of being victimized.
- Suggestion / complaint Box have been installed in front of the Administrative Block in which the Students, who want to remain anonymous, put in writing their grievances and their suggestions for improving the Academics / Administration in the College.

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- Advising Students of the College to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of rift arises.
- Advising All the Students to refrain from inciting Students against other Students, teachers and College administration
- Advising all staffs to be affectionate to the Students and not behave in a vindictive manner towards any of them for any reason.
- Ragging in any form is strictly prohibited in and outside the institution. Any violation of ragging and disciplinary rules should be urgently brought to the notice of the Principal.

INSTITUTIONAL ETHICAL COMMITTEE

SHIVTEJ AROGYA SEVA SANSTHA'S



YOGITA DENTAL COLLEGE AND HOSPITAL

REGD.NO.MAH/F/-1588/RATNAGIRI

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<u>S. No.</u>	<u>Staff Name</u>	<u>Role</u>
1.	Dr. Varsha Jadhav	Chairperson
2.	Dr. Hemangi More	Secretary
3.	Dr. Unmesh Khanvilkar	Member Coordinator
4.	Dr. Chetan Patil	Basic Scientist
5.	Dr. Premraj Jadhav	Clinician
6.	Dr, Rashmi J	Clinician
7.	Adv. Sonali Burate	Legal Expert
8.	Mr. Nitin Patil	Lay Person

ROLES & RESPONSIBILITIES

- The major responsibility of IECs is to protect the rights, safety and well-being of the research participants.
- The IECs conducts regular meetings for reviewing the research proposals and give suggestions to the investigators to make their research ethical before approving them.
- The committee will review all types of research proposals involving human participants, human tissues, and case record-based studies with a view to safeguard the dignity, rights, safety and well-being of all actual and potential research participants before approving the research proposals.



The goals of research, however important, should never be permitted to override the health and well-being of the research subjects.

- Committee will ascertain whether all the cardinal principles of research ethics viz., Autonomy, Beneficence, non – maleficence, Respect for Free and Informed Consent, Respect for Human Dignity, Respect for Vulnerable Persons, Respect for Privacy and Confidentiality and Justice are taken care of in planning, conducting and reporting of the proposed research. For this purpose, it will look into the aspects of protocol review, selection of participants, voluntary participation of potential participants, informed consent process, risk benefit ratio, distribution of burden and benefit, maintenance of privacy and confidentiality and provisions for appropriate compensations. It will review the proposals before the commencement of the study as well as review periodically until the completion of the study through appropriate well documented procedures.
- Committee will provide advice to the researchers on all aspects of the welfare and safety of the research participants after ensuring the scientific soundness of the proposed research through appropriate Scientific Review Committee/ Research Committee.
- To promote research topics which will be relevant with current global scenario leading to overall welfare of the society, community, nation and nature.

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RESEARCH COMMITTEE (IRB + ETHICAL)

<u>S. No.</u>	<u>Staff Name</u>	<u>Role</u>
1.	Dr. Varsha Jadhav	Chairperson
2.	Dr. Hemangi More	Secretary
3.	Dr. Rashmi J	Member Coordinator
4.	Dr. Anamika Gupta	Member Coordinator
5.	Dr. Chetan Patil	Basic Scientist
6.	Dr. Premraj Jadhav	Clinician
7.	Dr. Upendra Talati	Clinician
8.	Dr. Tejanand Ganpatye	Clinician
9.	Adv. Sonali Burate	Legal Expert
10.	Mr. Nitin Patil	Lay Person



ROLES & RESPONSIBILITIES

The main functions of the Research Committee are:

- To formulate policy on all research related matters which impact on the strategic objectives of the College
- To consider and make recommendations on matters of policy relating to research including matters referred to it by Council and other College committees.
- To review and oversee the implementation on College's policy on research ethics.
- To monitor, primarily through the feedback mechanism of the Research Forum², the relevance and efficacy of established policy – addressing shortcomings and anomalies so as to facilitate high quality research activities within the College structures.
- To oversee quality assurance and improvement measures in respect of research activity, including the efficacy of research quality measures.
- To advise the Dean of Research in his role in reporting internally and externally on research and related matters.
- To review Annual Reports relating to research matters and to make recommendations to Council.
- To approve procedures for allocating research funds and monitor their implementation.
- To establish Advisory Committees and Working Groups as required to develop and oversee policy in respect of research matters.

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REGD.NO.MAH/F/-1588/RATNAGIRI

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PURCHASE COMMITTEE

S. No	Members	Name	Designation
1	Staff Member	Dr. Gaurav Verma	Senior Lecturer
2	Store Incharge	Mr. Sandeep Shinde	Store Keeper



ROLES & RESPONSIBILITIES

- To supervise all the purchases made in the campus.
- To analyze quotations provided by the office, and provide recommendation for approval.
- To ensure all documentation is accurately completed.
- To ensure that the supplies/services quoted for comply with what was requested
- Seek clarification from suppliers/service providers where necessary
- Where the person with authority to approve the Quote Evaluation Form (QEF) has a query on the PC's recommendation, this should be directed back to the committee stating clearly the nature of the query
- The PC should also be assigned a role within the supplier pre-processing process
- In certain contexts, it may be appropriate for some or all members of the PC to be directly involved in the collection of quotations
- Ensuring proportionality, transparency, accountability and fairness in the procurement process
- Ensuring all relevant documentation is prepared prior to PC meeting
- Involvement in the evaluation discussion
- Ensuring that the Quote Evaluation Form is completed accurately
- Ensuring all necessary procurement procedures are properly followed including any relevant donor procedures

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YOGITA DENTAL COLLEGE AND HOSPITAL

REGD.NO.MAH/F/-1588/RATNAGIRI

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- To Ensure the Quality of the equipment

LIBRARY COMMITTEE

S. No	Members	Name	Designation
1	Chairperson	Dr. Varsha Jadhav	Dean
2	Member	Dr. Priyanka Razdan	Reader
3	Member	Dr. Aditya Dupare	Reader & HOD
4	Member	Dr. Ashutosh Deshpande	Senior Lecturer
5	Librarian	Mrs. Maithili Banap	Library Incharge



ROLES & RESPONSIBILITIES

It plays an advisory and advocacy role regarding the Library on matters of general policy, planning, programs, goals, and objectives in its support of teaching, learning, research and community-building needs

- Advises and reviews library policies for instruction, resources, services, and the facility
- Advises regarding library services, especially innovation, for the campus community
- Discuss and evaluate budgetary issues for books, journals, databases, media, e-resources etc.
- Reviews benchmarking reports with peer institutions for resources, staffing, and services
- Ensures the library is connected with and supports the University's academic programs.
- Represent the views of the Library's stakeholders on library and information services
- Deliberate and advise on the direction and development of policies for library and information services to ensure the best possible support is provided

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REGD.NO.MAH/F/-1588/RATNAGIRI

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SPORTS COMMITTEE

S. No	Members	Name	Designation
1	Head	Dr. Ben Joshua	Senior Lecturer
2	Member	Dr. Gaurav Verma	Senior Lecturer

SHIVTEJ AROGYA SEVA SANSTHA'S



**YOGITA DENTAL COLLEGE AND
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REGD.NO.MAH/F/-1588/RATNAGIRI

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ROLES & RESPONSIBILITIES

- To create zeal amongst students and faculty members towards sports.
- To organize training, coaching and education in sports for everybody so that they can learn to keep themselves physically fit.
- To enhance the interest of participants in the field of sports.
- To achieve the goals we plan to organize various competitions in the following sports: football, cricket, volleyball, table tennis, chess, carom and badminton etc.
- To promote every individuals' health, physical well-being as well as the acquisition of physical skill among the students.
- The committee aspires to inculcate qualities such as sportsmanship, team spirit and bonding.
- It is designed to serve the interests of the student's community in competitive sports and other recreational activities i.e. both indoor and outdoor.

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YOGITA DENTAL COLLEGE AND HOSPITAL

REGD.NO.MAH/F/-1588/RATNAGIRI

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CULTURAL COMMITTEE

S. No	Members	Name	Designation
1	Head	Dr. Tehseen	Senior Lecturer

ROLES & RESPONSIBILITIES

To promote and arrange extracurricular activities to bring out the talents of students in the performing arts.

Responsibilities:

The Cultural Committee shall be responsible for all intra and inter-collegiate cultural events in the College.

To plan and schedule cultural events for the academic year by delegating various tasks.

SHIVTEJ AROGYA SEVA SANSTHA'S



YOGITA DENTAL COLLEGE AND HOSPITAL

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To the procedure to organize cultural events

To communicate about various festivals and events to be celebrated in the college and give a wide publicity.

Arranging events/programs for staff and students in coordination with 'Students Cultural Committee

PARENT TEACHER'S ASSOCIATION

S. No	Members	Name	Designation
1	Head	Dr. Hemangi More	CEO
2	Staff Incharge	Dr. Aditya Dupare	Reader & HOD
3	Member	Dr. Premraj Jadhav	Prof. & HOD

ROLES & RESPONSIBILITIES

- To nourish and promote good relationship among staff, students and guardians of the students.

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- To create in its members keen interest for the smooth working and the progress of the college and for maintaining good discipline and high academic standards.
- To provide financial and technical assistance to improve amenities to the student of the college.

EXTENSION ACTIVITIES COMMITTEE

S. No	Members	Name	Designation
1	Staff Incharge	Dr. Mugdha khond	Senior Lecturer
2.	Member	Dr. Simin Parkar	Tutor

ROLES & RESPONSIBILITIES

To inculcate and develop social sensitivity, moral values and professional ethics in students along with their academic formation so as to show responsible behavior to the professional community and society at large and to grow as responsible citizens of high moral values, making valuable contributions to

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profession/community/society, thus realizing a major thrust in the Vision and Mission of the Institute.

Responsibilities:

- a) To arrange discussions and workshops of group of students on a regular basis on issues of social importance, ethical relevance and moral values.
- b) To organize social service groups and clubs as well as outdoor filed activities, to encourage and involve students in social service activities.

CANTEEN/FOOD COMMITTEE

S. No	Members	Name	Designation
1	Head	Dr. Indrajeet Deshpande	Senior Lecturer
2	Member	Priscilla Caroline	Lecturer
3	Canteen Incharge	Mr. Nitin Patil	Chef

ROLES & RESPONSIBILITIES

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Our College has the canteen facility monitored by a separate institutional committee that ensures the food safety and solves the complaints from students and staff.

- Institute Canteen Committee will be keeping tabs on for cleanliness and tidiness of Canteen
- The food quality is checked at regular limited time span

PATIENT RIGHTS & EDUCATION

S. No	Members	Name	Designation
1	Member	Dr. Gaurav Verma	Senior Lecturer
2	Member	Dr. Chandan Sengupta	Senior Lecturer
3	Member	Dr. Pooja Jadhav	Tutor

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1. A patient has the right to privacy with respect to his or her medical condition. A patient's care and treatment will be discussed only with those who need to know.
2. Patient has the right to have his or her medical records treated as confidential and read only by people with a need to know. Information about a patient will be released only with permission from the patient or as required by law.
3. A patient has the right to good quality care and high professional standards that are continually maintained and reviewed.
4. Express any concerns you may have regarding your care or service. We encourage you to inform your health care team of any specific needs you have and to communicate concerns or compliments to the individuals or department involved.
5. Speak up to identify uncomfortable situations or confusion about the care provided or planned, or if you have any safety concerns

INTERDISCIPLINARY COMMITTEE

S. No	Members	Name	Designation
1	Chairperson	Dr. Kedar Vaidya	Prof & HOD
2	Member	Dr. Ved Talathi	Senior Lecturer



ROLES & RESPONSIBILITIES

An interdisciplinary approach involves team members from different disciplines working collaboratively, with a common purpose, to set goals, make decisions and share resources and responsibilities

A team of clinicians from different disciplines, together with the patient, undertakes assessment, diagnosis, intervention, goal-setting and the creation of a care plan. The patient, their family and carers are involved in any discussions about their condition, prognosis and care plan

ADMISSION CELL

S. No	Members	Name	Designation
1.	Chairperson	Dr Varsha Jadhav	Dean
2.	Member	Dr. Premraj Jadhav	Prof & HOD
3.	Member	Dr. Gaurav Verma	Senior Lecturer
4.	Member	Dr. Joel Koshy Joseph	Senior Lecturer

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ROLES & RESPONSIBILITIES

- To improve the admissions quality with well-defined policy.
- To disseminate and comply with all the rules and regulations of admissions as prescribed by Govt. and MUHS.
- To create a brand value and awareness about the institute
- To provide best counselling to students and parents who come to seek admission

Responsibilities:

SHIVTEJ AROGYA SEVA SANSTHA'S



YOGITA DENTAL COLLEGE AND HOSPITAL

REGD.NO.MAH/F/-1588/RATNAGIRI

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- To prepare attractive brochures, prospectus and hand-outs for wider publicity.
- To collect proposals / materials from the Departments, Committees and lecturers to draft Annual plan of activities for the year for publication in the Prospectus.
- To prepare plan for addressing 12th standard, diploma students as a career counselling activity.
- To place advertise mention newspapers regarding admissions as and when permitted by the respective Conveners of admissions.
- To assist the students and to interact with the parents during admissions.
- To advise the Principal on improving facilities from the feedbacks got from parents and students during admission counselling.

ALUMINI COMMITTEE

S. No	Members	Name	Designation
1.	Administrative Head	Dr. Varsha Jadhav	Dean
2.	Management Head	Dr. Hemangi Pol	CEO

SHIVTEJ AROGYA SEVA SANSTHA'S



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(Recognized by Dental Council of India, New Delhi & Affiliated to Maharashtra University of Health Science, Nashik)

3.	Member	Dr. Anamika Gupta	Reader &HOD
4.	Member	Dr. Shoeb Jendi	Reader
5.	Member	Dr. Rashmi Heralgi	Reader

ROLE & RESPONSIBILITIES

1. To significantly increase alumni interaction with the institution.
2. Fostering and keeping alive loyalty to the institution and creating concern for its welfare.

SHIVTEJ AROGYA SEVA SANSTHA'S



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3. Inculcate exchange of ideas among alumni and between alumni and students
4. To assist current students to achieve their goals by means of mentorship and scholarship setup through Alumni.

Responsibilities:-

1. To maintain an up-to-date and detailed database of the alumni
2. To highlight the success of alumni to improve the credibility and reputation of the university.
3. Plan and promote a platform for interaction between all stakeholders of YDCH.
4. Promote the interests and welfare of alumni association
5. Maintain healthy relationship with the alumni body.

ATTENDANCE COMMITTEE

Member (inter-intra)

Dr. Aditya Dupare

Reader & HOD



ROLES & RESPONSIBILITIES

To keep track of students' attendance and to ascertain whether there is any correlation between their attendance and performance and if so, to what degree

Responsibilities:

- Intimate subject teachers to complete attendance on a daily basis.
- Display the attendance list for the information of the students and make corrections if needed.
- Generate the defaulters' list and hand over one copy to the Examination Cell so as to mail them to respective parents /guardians and give one copy to the respective class coordinator.
- Prepare a subject wise list of the final attendance, practical and lectures together.

Committee For Radiation Safety Measures

Sr No.

Name

Designation



- | | | |
|----|-------------------|-----------------|
| 1. | Dr. Aditya Dupare | Reader & HOD |
| 2. | Dr. Gaurav Verma | Senior Lecturer |

ROLES & RESPONSIBILITIES

- Will carry out routine measurements and analysis on radiation and radioactivity levels in the controlled area, supervised area of the radiation installation and maintain records of the results thereof
- Investigate any situation that could lead to potential exposures
- advise the employer regarding –
 - i. The necessary steps aimed at ensuring that the regulatory constraints and the terms and conditions of the licence are adhered to;
 - ii. the safe storage and movement of radioactive material within the radiation installation;
 - iii. initiation of suitable remedial measures in respect of any situation that could lead to potential exposures; and
 - iv. routine measurements and analysis on radiation and radioactivity levels in the off-site environment of the radiation installation and maintenance of the results thereof
- To ensure that –

Reports on all hazardous situations along with details of any immediate remedial actions taken are made available to the employer and licensee for reporting to the competent authority and a copy endorsed to the competent authority.

Disaster Management committee

Sr No.	Name	Designation
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1. Dr. Pavankumar Gujar Reader

ROLES & RESPONSIBILITIES

- Creating awareness among the staff and the students about the natural disasters, man-made disasters and pandemic emergencies
- Creating awareness among the staff and the students on disaster prevention, preparedness, relief and recovery.
- Teaching lifesaving and rescue techniques to all the staff and students of the institution.
- Conducting Programmes on Personal Safety viz. Electrical Safety, Fire Safety, Hazardous Materials Management, etc.
- Planning for the Disaster Management initiatives and to conduct mock exercises and evacuation to build up courage and confidence among our staff and students

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Sr No.	Name	Designation
1.	Dr. Aditya Dupare	Reader & HOD
2.	Dr. Varun Jadhav	Reader
3.	Dr. Shoeb jendi	Reader
4.	Dr. Anamika Gupta	Reader & HOD
5.	Dr. Indrajeet D	Senior Lecturer
6.	Dr. Ben Joshua	Senior Lecturer
7.	Dr. Ved Talathi	Senior Lecturer

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ORIENTATION PROGRAMMEE COMMITTEE

Sr No.	Name	Designation
1.	Dr. Mugdha Khond	Senior Lecturer
2.	Dr. Priyadarshini	Senior Lecturer
3.	Dr. Joel Koshy Joseph	Senior Lecturer

ROLES & RESPONSIBILITIES

The committee is basically responsible for planning, preparing, and executing all the orientation events. The coordinators and volunteers for the Orientation program are fellow students who come forward willingly to help make the first-year students transition into a new environment easily and fun.

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MAINTENANCE COMMITTEE

Sr No.	Name	Designation
1.	Dr. Hemangi More	CEO
2.	Dr. Varsha Jadhav	Dean
3.	Mr. Ankur khedekar	Electrician
4.	Mr. Jitendra Surve	Accountant

ROLES & RESPONSIBILITIES

- To establish regular maintenance of the building and the equipments of the institute.
- The committee's objective is to correspond with the people responsible for the maintenance and monitor the quality of work and given time schedule of the job.
- To monitor regular maintenance in the institute on daily basis.
- To monitor regular annual maintenance of the institute and related infrastructure.
- To estimate the quantum of annual maintenance every year and get approval of the same for execution of the work.
- To plan staff for daily and routine maintenance and their work is monitored on daily basis through supervisors.

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BIO MEDICAL WASTE MANAGEMENT COMMITTEE

Sr No.	Name	Designation
1.	Dr. Shoeb Jendi	Reader

ROLES & RESPONSIBILITIES

- To ensure the circulation of copies of Bio-medical Waste Rules and guidelines in Departments.
- To conduct awareness programmes regarding bio-medical waste management.
- To conduct training programmes for Medical Professionals, Nursing Professionals, General Duty Assistant and other staff on biomedical waste management.
- To hold meeting of the Hospital Waste Management Committee and formulate a detailed plan of action in regard to segregation, collection, storage and transport of waste.
- To procure the items required in this regard and make them available.

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STUDENT WELFARE COMMITTEE

Sr No.	Name	Designation
1.	Dr. Chetan Patil	HOD & Prof.
2.	Dr. Priyadarshini	Senior Lecturer

ROLES & RESPONSIBILITIES

- Address the issues reported by the students.
- Monitor the facilities availed by the students- medical, financial.
- Conduct orientation programme for novice students.
- Handle drop out related issues.
- Provide an environment for emotional, spiritual and social growth

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CODE OF CONDUCT AND CODE OF ETHICS

Sr No.	Name	Designation
1.	Dr. Anamika Gupta	Reader & HOD
2.	Mrs. Sonali Khedekar	Advocate

ROLES & RESPONSIBILITIES

1. To Promote a democratic exchange of scientific and ethical values dealing to critically analyzing them and providing sustainable opportunities to budding researchers to enhance scientific and ethical integrity within the institution.
2. To maintain highest level of scientific and ethical standards of research at YDCH, Khed.

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3. To review and approve proposals for clinical and laboratory research for scientific and ethical content.
4. To ensure clinical research projects that will safeguard patients well being and maintain social integrity.

INTER DEPARTMENT MEETINGS

Sr No.	Name	Designation
1.	Dr. Pavankumar Gujar	Reader
2.	Dr. Priyadarshini	Senior lecturer

ROLES & RESPONSIBILITIES

- To conduct interdepartmental meetings regularly.
- To monitor departmental involvement, presentation ethics, quality of presentation.
- To plan and record attendance of the meetings weekly.

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HOSTEL SANITATION COMMITTEE

Sr No.	Name	Designation
1.	Dr. Kedar Vaidya	HOD & Prof.
2.	Dr. Rashmi Heralgi	Reader

ROLES & RESPONSIBILITIES

- To plan and monitor the maintenance of all the infrastructure facilities concerned with the Hostel
- To supervise all facilities/amenities and their up keep, receive complaints from students redress of grievances etc.
- To control, counsel the behaviour of students in the hostel, Monitor study schedules and patterns, etc.
- To plan for all the infrastructure facilities required as per Responsible for proper maintenance of the lodging and boarding Facilities of the hostel and for

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smooth running of the hostel Responsible for the receipts and the payments of the hostel.