



Rizvi Education Society's
RIZVI COLLEGE
OF ARTS, SCIENCE & COMMERCE



RIZVI EDUCATIONAL COMPLEX, OFF CARTER ROAD, BANDRA (W), MUMBAI - 400 050
email : principal asc@rizvicollege.edu.in • Website : www.rizvicollege.edu.in
Phone : 2648 0348 / 2600 4245 • Fax : 2649 7448

STAFF NOTICE
(DEGREE / JUNIOR COLLEGE)
Committee List for the Academic Year, 2021-2022

28th September, 2021

Details of various Committees constituted for the academic year 2021-2022 are given below. The **Principal** will be the **Head** of all the Committees whereas the **Vice-Principals** and **Supervisor** will be **Invitees** in all Committees.

Committee	Degree College	Junior College
Examination	Dr. Arunachalam S. : Convener Mrs. Farhana Khalid Wali Dr. Rajesh Masurkar Dr. (Mrs.) Mariyah Ghori Dr. Ansariya Rana Mr. Arif Patel Ms. Najmunnisa Shaikh Mr. Subhash Gupta Mrs. Shailaja Shetty : Custodian (Aided) Ms. Zahra Dehghani : Custodian (Unaided)	Ms. Mita Mehta : Convener Mrs. Hasina Shaikh Mrs. Nisha Uttarwar Mr. Riyaz Naik Mr. Shahabuddin Shaikh Mr. Nisar Dange Mr. Ashok Kumar Singh Mrs. Pratima Sharma Ms. Shabana Ansari
Discipline	Mrs. Shailaja Shetty : Convener Dr. Abbas Alam Rizvi Mr. Moharram Ali Dr. N.A. Jafry Dr. Parhad Dattatraya Mr. Subhash Gupta Dr. Ruchi Gupta Mr. Mukhtar Khan Mr. Nadeem Parve Mr. Haider Zaidi Mrs. Mehjabeen Khan Mr. Qamar Haider	Mr. Haider Ali : Convener Mrs. Afreen Kazi Mrs. Kusum Tiwari Mr. P.V. Simon Mr. Syed Haider Ali Mr. Naushad Shaikh Ms. Jaba Majumdar Mr. Safdar Ulde Mr. Akbar Jaidi
Time-Table	Mrs. Farhana K. Wali : Convener Mr. Arif Patel : Co-Convener Dr. Rajesh Masurkar Mrs. Saba Rais Dr. Malan Zardi Mrs. Shenaz Khan Dr. Abbas Alam Rizvi Mrs. Shweta Dubey Ms. Najmunnisa Shaikh Ms. Neelam Ansari Mr. Subhash Gupta Mr. Mohammad Gaus Ansari	Mrs. Hasina Shaikh. : Convener Mrs. Madhuri Mane Mr. Abid Ansari Mr. Hamid Ansari Mr. Ashok Kumar Singh Mrs. Suma Pillai Mr. Farid Vanu



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	Mr.Mohammad Arif – Sec. Assistance	
Internal Quality Assurance Cell	Dr.Ashfaq Khan : Coordinator Mrs.Shweta Dubey : Co-Coordinator	
Criterion I	Mrs.Swati Vora : Incharge Mrs.Mehjabeen Khan Mrs.Bhaswati Parasar Mr.Qamar Haider Mr.Pradnyesh Waghmare	
Criterion II	Dr.N.A.Jafry : Incharge Mr.Subhash Gupta Mr.VishwasDeshmukh Mr.Haider Zaidi Mrs. Saba Rais	
Criterion III	Mrs. Shahida Shaikh : Incharge Ms.Tabussum Shaikh Dr. (Mrs.) Syed Shadab Ms.Bushra Qureshi Mr.Atul Railkar	
Criterion IV	Dr. Rajesh Masurkar : Incharge Mr. Arif Patel Mrs. Suma Thomas Dr.Ruchi Gupta	
Criterion V	Dr.Parhad Dattatraya : Incharge Ms. Preeti Bambolkar Mr. Mohd Gaus Ansari Dr.Malan Zardi Dr.(Mrs.) Shilpa Serigar	
Criterion VI	Mrs. Farhana K. Wali : Incharge Dr.Ansariya Rana Mrs.Vaibhavi Mulmule Mr. Khan Moharram Ali Dr. Suhana Khan	
Criterion VII	Dr.Abhay Ranade : Incharge Mrs. Sujata Kharat Ms.Shabnam Shaikh Mrs.Shehnaz Khan Mr. Javed Pathan	
	Mr.Mohammad. Arif –Sec.Assistance	



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Students' Council	Dr. Ashfaq Khan : Convener Mrs. Shahida Shaikh Dr. Parhad Dattatraya Mr. Roshan K. Mrs. Shehnaz Khan Mrs. Bhaswati Parasar Mr. Mohd Gaus Ansari Dr. (Mrs.) Shilpa Serigar Ms. Hina Mehmood	
Students Counseling Cell	Mrs. Swati Vora : Convener CA Ashfaque Karim Mrs. Preeti Bambolkar Dr. Syed Shadab Ms. Mumtaz Shaikh Ms. Bushra Qureshi	Mr. Ashok Kumar Singh : Convener Mr. Abid Ansari Mrs. Sajeeda Shaikh Mrs. Shabana Shaikh
Awards, Scholarships, Concessions & Students' Aid	Dr. (Mrs.) Anjum Ara Ahmad : Convener Dr. Ashfaq Khan Dr. Alkama Faqih Dr. (Mrs.) Shilpa Serigar Mr. Tariq Syed Ms. Supriya Pandit	Mr. Naushad Shaikh : Convener Mr. Farid Vanu Mrs. Shaista Shaikh
Career Guidance & Placement Cell	Dr. Ashfaq Khan : Convener Mrs. Rafat Khan : Co-Convener Mr. Pradnyesh Waghmare Dr. Malan Zardi Mr. Subhash Gupta Mr. Mohd Gaus Ansari Dr. Ansariya Rana	Mrs. Hasina Shaikh : Convener Ms. Shabana Ansari Mr. Ashok Zarappa Mrs. Nisha Uttarwar
Cultural	Mrs. Swati Vora : Convener Mrs. Preeti Bambolkar : Co-Convener Dr. Shadab Syed Dr. Alkama Faqih Ms. Neelam Ansari Mr. Mohammad Gaus Ansari Ms. Sujata Kharat Mr. Nadeem Parve Dr. Pankaj Srivastava Dr. Suhana Khan Ms. Mehvish Shaikh Mr. Haider Zaidi	Mrs. Shaista Shaikh : Convener Mr. Pramod Jaiswal : Co-Convener Mrs. Kusum Tiwari Mrs. Suma Pillai Mr. Shafi Khan Mrs. Madhuri Mane Dr. Alkama Faqih Dr. Seema Thakur Mrs. Anam Faqih Ms. Sadiya Rashidi



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Alumni Association	CA. Ashfaque Karim : Convener Dr. (Mrs.) Mariyah Ghori Mrs. Saba Rais Mr.Damarwala Oan Abbas Mrs.Rafat Khan Dr. Ansarpasha Shaikh Ms.Najmunnisa Shaikh Mr.Javedkha Pathan	
Library and Book Bank	Dr.Rajesh Masurkar : Convener Mrs.Neha Nangia Dr.Abhay Ranade Dr.Shahdab Syed Mr.Arif Patel Ms.Bhaswati Parasar Mrs.Suma Thomas –Librarian (Aided) Mr. Mahe Zafar –Librarian (Unaided)	Mr. Inamdar Hamid : Convener Mr. Titus Varghese Mr. B.M.Patil
Parent-Teacher Association	Dr.Shadab Syed : Convener Dr. Abbas Alam Rizvi Ms.Shehnaz Khan Mr. Damarwala Oan Abbas Dr. (Mrs.) Mariyah Ghori Dr.Alkama Faqih Dr. Ansarpasha Shaikh Ms. Saba Rais Ms.Hina Mehmood Dr. Pankaj Shrivastav	Mrs. Kusum Tiwari : Convener Ms. Jaba Majumdar Mr. D.R.Sawant Mrs.Rubina Khan Mrs. Tabassum Sayed
Prospectus Committee	Ms. Neelam Ansari : Convener Mr. Vishwas Deshmukh Mr. Mukhtar Khan Mrs. Saba Shadab Rais Ms. Tabassum Shaikh Ms.Mehvish Shaikh Dr. Suhana Khan	Mr. Hamid Ansari : Convener Ms. Mita Mehta – Vice Principal Mrs. Hasina Shaikh - Supervisor Mrs. RenuKorde Mr. Haider Ali
Attendance & Mentoring	Mrs. Shailaja Shetty - Convener CA Ashfaque Karim Co-Convener Class Incharges: Ms. Sujata Kharat F.Y.B.Com-A Dr. Parhad D. F.Y.B.Com-B Ms. Tabassum Shaikh F.Y.B.Com-C Mrs. Preeti Bambolkar F.Y.B.Com-D Dr. Malan Zardi F.Y.B.Com-E Mr. Roshan Khobragade S.Y.B.Com-A Mrs. Shehnaz Khan S.Y.B.Com-B Dr. Shadab Syed S.Y.B.Com-C Mr. Mukhtar Khan S.Y.B.Com-D Mrs. Swati Vora T.Y.B.Com-A Mr. Nadeem Parve. T.Y.B.Com-B	Attendance, Discipline & Projects Committee Mr. D.R.Sawant-XI & XII overall incharge Mrs. Kusum Tiwari – XII Arts & HSVC faculty incharge Mr. Safdar Ulde- XII Science Faculty Incharge Ms. Jaba Majumdar – XII Com A, B & C Faculty Incharge Mrs. Rubina Khan – XII Com D, E & F Faculty Incharge SYJC Class Teachers Mrs. RenuKorde - XII HSVC Mrs. Tabassum Sayed - XII Arts Ms. Zubeida Mehandikar





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Attendance & Mentoring contd...	Mr. Nadeem Parve. T.Y.B.Com-B	
	Ms. Mumtaz Shaikh. T.Y.B.Com-C	
	Dr. Ansarpasha F.Y.B.A.	
	Mrs. Bhaswati Parasar S.Y.B.A.	
	Mrs. Shweta.D T.Y.B.A.	
	Dr. Nazar Abbas Jafry F.Y.B.Sc.	
	Mr. Pradnyesh Waghmare S.Y.B.Sc.	
	Ms. Saba Rais T.Y.B.Sc.	
	<u>Self-Financed : Courses Incharges</u>	
	Ms. Shabnam Shaikh F.Y./S.Y.B.A.F.	
	Mr. Subhash Gupta T.Y.B.A.F.	
	Dr. Pankaj Srivastav F.Y.B.M.S.-A	
	Ms. Zahra Deghani F.Y.B.M.S.-B	
	Mr. Navneet Mishra S.Y.B.M.S.(A&B)	
	Mr. Mohd Gaus Ansari T.Y.B.M.S. (A&B)	
	Ms. Mehvish Shaikh S.Y.B.A.M.M.C.	
	Ms. Neelam Ansari F.Y.B.A.M.M.C., T.Y.B.M.M.	
	Dr.(Ms.)Suhana Khan F.Y.B.B.I.	
	Ms. Bushra Qureshi S.Y.B.B.I.	
	Ms. Najmunissa Shaikh T.Y.B.B.I.	
	Mr. Haider Zaidi F.Y.B.Sc.-CS	
	Mr. Javed Pathan S.Y.B.Sc.-CS	
	Dr. Ruchi Gupta T.Y.B.Sc.-CS	
	Mr. Sameer Shaikh F.Y.B.Sc.-IT	
Ms. Vaibhavi Mumule S.Y.B.Sc.-IT		
Ms. Hina Mahmood T.Y.B.Sc.-IT		
	XII Science	
	Mr. Shahabuddin Shaikh : XII Sci A	
	Mr. Nisar Dange	
	Mr. Abid Ansari : XII Sci B	
	Mrs. Madhuri Mane	
	Ms. Shabana Ansari : XII Sci C	
	Mr. Safdar Ulde	
	XI – Commerce	
	Mrs. Pratima Sharma : XII Com A	
	Mr. Ashok Zarappa	
	Mrs. Suma Pillai : XII Com B	
	Ms. Jaba Majumdar	
	Ms. Vasim Fatima : XII Com C	
	Mr. Jaidi Jaffer	
	Mr. Titus Varghese : XII Com D	
	Mr. Shafi Khan	
	Ms. Hussain Fatima : XII Com F	
	Dr. Minakshi Samant	
	Mr. Farid Vanu : XII Com G	
	Mrs. Anam Faqih	
	FYJC CLASS TEACHER	
	Mrs. Renu Korde : XI HSVC	
	Mrs. Sadaf Nizam : XI Arts	
	Mrs. Sadiya Rashidi	
	XI – Science	
	Mr. Sayed Haider Ali : XI Sci A	
	Dr. Alkama Faquih	
	Mrs. Nisha Uttarwar : XI Sci B	
	Mrs. Afreen Kazi	
	Mr. Zameer Hasan : XI Sci C	
	Mr. P.V.Simon	
	XI – Commerce	
	Mrs. Rubina Khan : XI Com A	
	Mr. Pramod Jaiswal	
	Mrs. Sajeda Shaikh : XI Com B	
	Mr. Inamdar Hameed	
	Mr. Hamid Ansari : XI Com C	
	Mr. Ashok Kumar Singh	
	Mrs. Kusum Tiwari : XI Com D	
	Mrs. Seema Thakur	
	Mr. Naushad Shaikh : XI Com E	
	Mr. B.M.Patil	
	Mrs. Shabana Shaikh : XI Com F	
	Mrs. Swati Bodke	
	Mr. Haider Ali : XI Com G	
	Mr. Tanvir Ahmed	



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<p>Research Journal</p>	<p>Dr. (Mrs.)Anjum Ara Ahmad Principal <i>vc</i> : Chief Editor Dr. Parhad Dattatraya : Executive Editor Dr. Nitesh Joshi : Sub-Editor (Science) Dr. Ashfaq Khan : Sub-Editor (Commerce & Management) Dr. Suhana Khan : Sub-Editor (Humanities)</p> <p>Supporting Staff: Mr. William Fargose Mr. Masoom Ali Mr. Mohammad. Arif Mr. Amin Mulani</p>
<p>University Grants Commission, RUSA & Planning Board</p>	<p>Dr. Anjum Ara Ahamad : Chairperson Dr. Nitesh Joshi : Convener Dr. Rajesh Masurkar Mrs. Neha Nangia Mrs. Farhana K. Wali Dr. (Mrs.) Mariyah Ghori Mr. Salim Kantawalla Ms. Bhaswati Parasar Mrs. Shweta Dubey Mrs. Mehjabeen Khan Mrs. Parveen Ansari Mr. Atul Railkar</p>
<p>Anti- Ragging</p>	<p>Mrs. Shehnaz Khan : Convener Dr. Ashfaq Khan : Vice Principal, Degree College Ms. Mita Mehta : Vice Principal, Junior College Mrs. Hasina Shaikh : Supervisor, Junior College Mr. Sameer Shaikh Dr. Suhana Khan</p>
<p>Anti- Ragging Squad</p>	<p>Mrs. Shehnaz Khan : Convener Mrs. Shailaja Shetty Dr. Abhay Ranade Dr. Abbas Alam Rizvi CA. Ashfaq Karim Ms. Preeti Bambolkar Dr. Ansarpasha S Ms. Shabnam Sheikh Mrs. Bushra Qureshi Mrs. Mehjabeen Khan Mr. Qamar Haider</p>
<p>Environment Awareness Committee</p>	<p>Dr. Ansariya Rana : Convener Dr. Nitesh Joshi Dr. Abhay Ranade Dr. Alkama Faqih Mr. Damarwala Oan Abbas Ms. Sujata Kharat Ms. Vaibhavi Mulmule</p>



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Gender Audit	Mrs. Preeti Bambolkar : Convener Dr. Syed Shadab, Ms. Zahra Deghani Dr. Pankaj Shrivastava, Mr. Mohd Arif	
Magazine	Mrs. Bhaswati Parasar : Editor Dr. Abbas Alam Rizvi Ms. Mehvish Shaikh Dr. Ansarpasha S. Mr. Pathan Javedkha Ms. Neelam Ansari	Mrs. Pratima Sharma : Editor Ms. Mita Mehta : Vice Principal Mr. Ashok Kumar Singh Dr. (Mrs.) Minakshi Samant Mrs. Fatima Hussein
Planning Forum	Mrs. Shweta Dubey : Convener Dr. Malan Zardi Ms. Tabassum Shaikh Mr. Mukhtar Khan	
Arts Association	Mrs. Preeti Bambolkar : Convener Dr. Abbas Alam Rizvi Mrs. Shweta Dubey Dr. Ansarpasha Shaikh	Mrs. Tabassum Sayed : Convener Dr. (Mrs.) Minakshi Samant Mr. Inamdar Hamid Ms. Sadiya Rashidi
Science Association	Dr. Abhay Ranade : Convener Mrs. Neha Nangia Dr. Parhad Dattatraya Mr. Sameer Shaikh	Mrs. Afreeen Kazi : Convener Mr. Safdar Ulde Mr. B.M. Patil Mrs. Anam Faqih Mrs. Swati Bodke
Commerce Association	Mrs. Swati Vora : Convener Ms. Shehnaz Khan Ms. Mumtaz S. Dr. Syed Shadab Mr. Mohd. Mukhtar Khan	Ms. Vasim Fatima : Convener Mrs. Rubina Khan Mr. Tanveer Ahmed Mr. Shafi Khan
Science & Nature Club	Dr. Alkama Faqih : Convener Mr. Pradnyesh Waghmare Mr. Damarwala Oan Abbas Ms. Sujata Kharat Mrs. Saba Rais	Dr. Alkama Faqih : Convener Mr. Abid Ansari Mrs. Renu Korde
Staff Grievance Cell	Dr. Syed Shadab : Convener CA Salim Kantawala Ms. Najmunnisa Shaikh Mrs. Mehjabeen Khan Mr. Qamar Haider	Mr. Shahabuddin Shaikh Dr. (Mrs.) Minakshi Samant
N.C.C. Caretaker Officer	Mr. Roshan Khobragade – Lt. Officer Dr. (Ms.) Ansariya Rana	
N.S.S Programme Officers	Ms. Shehnaz Khan : Convener Dr. Ansarpasha Shaikh	Dr. (Mrs.) Minakshi Samant Dr. Alkama Faqih
D.L.L.E.	Mrs. Bhaswati Parasar : Convener Dr. Parhad Dattatraya Dr. Suhana Khan Ms. Sujata Kharat	



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Women's Development Cell	Mrs. Shaikh Shahida : Convener Mr. Roshan Khobragade Dr. Malan Zardi Dr. Ansarpasha Shaikh Ms. Vaibhavi Mulmule Mrs. Mehjabeen Khan	
Mahila Takrar Nivaran Samiti	Mrs. Shailaja Shetty : Convener Mrs. Neha Nangia	
Gymkhana and Sports	Dr. (Mrs.) Shilpa Serigar	
Avishkar Research Convention	Mr. Vishwas Deshmukh : Convener CA. Ashfaque Karim Dr. (Mrs.) Mariyah Ghorri Dr. Alkama Faqih Dr. Ruchi Gupta Mr. Mohammad Gaus Ansari Dr. Pankaj Srivastav	
Research Cell	Dr. Anjum Ara Ahmad : Convener Dr. Nitesh Joshi Dr. Ashfaq Khan Dr. Rajendra Chaudary Dr. (Ms.) Ansariya Rana Dr. Abbas Alam Rizvi	
Web-Site Posting	Mrs. Rafat Khan : Convener Mr. Sameer Shaikh Ms. Hina M. Ms. Neelam Ansari Dr. Ruchi Gupta Mr. Javed Pathan Dr. Shilpa S., Mrs. Mehjabeen Khan Mr. Qamar Haider, Mr. Kalpesh Solanki Mr. Mohammad Arif, Mr. Amin Mulani	Mrs. Hasina Shaikh Ms. Shabana Ansari Mr. Zameer Hasan Shaikh
Internal Audit	CA. Salim Kantawala : Convener Mr. Nadeem Parve Mr. Venkatachalam Vaidyanathan Mr. William Fargose Mr. Akshay	
Practical (Maths)	Dr. Arunachalam S. : Incharge (BSc.) Dr. Parhad Dattatraya : Incharge (BCom)	
Students' Group Insurance	Mr. Roshan Khobragade : Convener Ms. Shabnam Sheikh Mr. Pravin Khamkar	



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Master Soft Committee	Dr. (Mrs.)Anjum Ara Ahmad: Convener Dr. Ruchi Gupta : Co-ordinator Mrs. Shahida Shaikh Mr. Damarwala Oan Abbas Mr. Roshan Khobragade Mr. Arif Patel Dr.Malan Zardi Mrs. Mehjabeen Khan Mr. Qamar Haider	Ms. Mita Mehta : Co-ordinator Ms.Shabana Ansari Mr. Zameer Hasan Shaikh
Maintenance of Stock Register	CA. Salim Kantawala : Convener Mrs.Mehjabeen Khan Mr. Qamar Haider Mr. William Fargose Mr. Akshay	NCC/NSS-Dr.(Mrs.) Minakshi Samant Sports – Dr. Shilpa Serigar Physics-Mr. Prakash Saindane Chemistry-Mr. Anwar Hasan Biology-Mr. Nawaz Abbas Electronics- Mr. Safdar Ulde HSVC- Mrs. Renu Korde
Saral Committee (Junior College)	Mrs. Hasina Shaikh : Supervisor - Convener Mrs. Renu Korde Mrs. Tabassum Sayed Mr. P.V.Simon Ms. Waseem Fatima Mr. Shafi Khan Mr. FaridVanu Mr. Ashok Kumar Singh Mrs. Sajeda Shaikh Mrs. Shaista Shaikh Mrs. Pratima Sharma	
Unfair Means Committee	Mrs. Neha Nangia: Convener Mr. Moharram Ali Dr. Shadab Syed Mr.Sameer Shaikh Mr. Mukhtar Khan	
ISR (Institutional Responsibility)& Innovative Practices Committee Social	Dr. Ashfaq Khan : Convener Dr. Abhay Ranade Dr. Parhad Dattatraya Mrs. Shweta Dubey Mr. Mukhtar Khan Dr. Suhana Khan	
ISO	Ms.Najmunnisa Shaikh : Convener Mrs. Farhana Khalid Wali Dr.Ashfaq Khan Mrs Shweta Pandey Mr.Navneet Mishra	Ms. Mita Mehta Mrs.Hasina Shaikh

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Incubation Centre/ Entrepreneurship Cell	Mr. Sameer Shaikh – Convener Dr. Ashfaq Khan - Vice Principal Mr. Ashfaque Karim Mrs. Shweta Dubey Dr. N.A.Jafry Dr.(Mrs.) Mariyah Ghori Mr. Roshan Khobragade Ms. Hina Mehmood Ms. Zehra Deghani	
Canteen Committee	Mrs. Swati Vora : Convener Dr.(Mrs.) Mariyah Ghori Dr.Ruchi Gupta Mrs. Mehjabeen Khan Mr. Qamar Haider	Mr.Tanveer Ahmed Mrs. Anam Faqih
Internal Complaint Committee of Women Development Cell	Mrs. Shailaja Shetty : Convener Mrs.Shaikh Shahida Dr. Ansariya Rana Dr.Parhad Dattatraya Ms.Najmunissa Shaikh Mr.Pravin Khamkar Mrs.Mehek Surve	
Lecture Monitoring Committee	Mrs. Farhana K. Wali: Convener Dr. Abhay Ranade Dr. (Mrs.) Mariyah Ghori Dr. Parhad Dattaraya Mrs. Shewta Dubey Mr. Abbas Damarwala Dr.Ansarpasha Shaikh Dr. Malan Zardi Mr. Nadeem Parve Ms. Saba Rais Mrs.Rafat Khan Mr.Arif Patel Ms. Najmunnisa Shaikh Ms. Neelam Ansari Mr. Subhash Gupta Mr. Mohammad Gaus Ansari Ms. Tabassum Shaikh Ms. Hina Mehmood Dr. Ruchi Gupta Mr. Javedkha Pathan Dr. Suhana Khan Ms. Zahra Deghani	Ms. Mita Mehta : Vice Principal Mrs. Hasina Shaikh : Supervisor
Staff Secretaries	CA. Salim Kantawala Dr. (Mrs.) Syed Shadab	Mr. D.R.Sawant Mr. Hameed Ansari

Approved by:

Adv. (Mrs.) Rubina A. H. Rizvi
Director, Rizvi Education Society's


Dr. (Mrs.) Anjum Ara Ahmad
Principal /c

RIZVI COLLEGE OF ARTS, SCIENCE & COMMERCE

Affiliated to University of Mumbai



(Department of Hospitality Studies)

New Rizvi Educational Complex, HMCT Wing, Sherly Rajan Road, Off Carter Road, Bandra (W), Mumbai - 400050.

Email : administration@rizvihmct.com • Website : www.rizvihmct.com

Tel : 91 22 2604 4176 / 2605 7240 / 2605 2071 / 2605 5257 / 2605 3137

COMMITTEE FOR THE YEAR 2021-2022

Sr. No.	Committee	Duties	In-charge person
1.	Admission committee	Handling admissions Handling webinars Maintaining the record	Mr. Faiyaz, Mr. Sail, Ms. Jayshree, Ms. Akshata, Mr. Arul, Ms. Vibhuti, Mr. Vidyadhar
2.	Disciplinary committee / Students grievance	Handling the entire students counsel Maintaining the discipline in the college	Ms. Colette, Ms. Savita, Mr. Ameet, Mr. Arul.
3.	Academic administrative committee / Exam committee	<u>Academic duties</u> Collection of lesson plans, lesson schedule, attendance records, leave cards etc. <u>Exam duties</u> Handling the exams Submitting marks in the admin. Office Maintaining the record Handling the exam controllership for all the semesters Preparing exam time-tables	Ms. Sadhana, Ms. Trupti, Ms. Colette, Mr. Faiyaz, Mr. Pritesh.
4.	Literary committee	Handling media Handling the Annual Magazine Handling the Literary day Handling the Houses	Ms. Trupti Laghate, Mr. Sail
5.	Sports Committee	Indoor Games Outdoor Games Handling Inter college competition Handling the sports Day	Mr. Vikas, Mr. Sunil, Mr. Deven Ms. Seema
6.	Co-curriculum activities	In-charge of departmental competition Inner college competitions (co-curriculum) Webinars / Seminars in-charge Annual Day	Ms. Sadhana , Ms. Trupti Patole, Mr. Vidyadhar, Ms. Akshata, Ms. Seema, Ms. Jayshree
7.	Extra-curriculum activities	Fresher's Party Farewell Party Festival lunches in-charge Inter college competitions (extra-curriculum) Cultural Activity & Décor	Ms. Humera, Ms. Jayshree, Mr. Vijay
8.	Time-table committee	Making the class time-table Planning the interview training program	Mr. Pritesh



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Affiliated to University of Mumbai



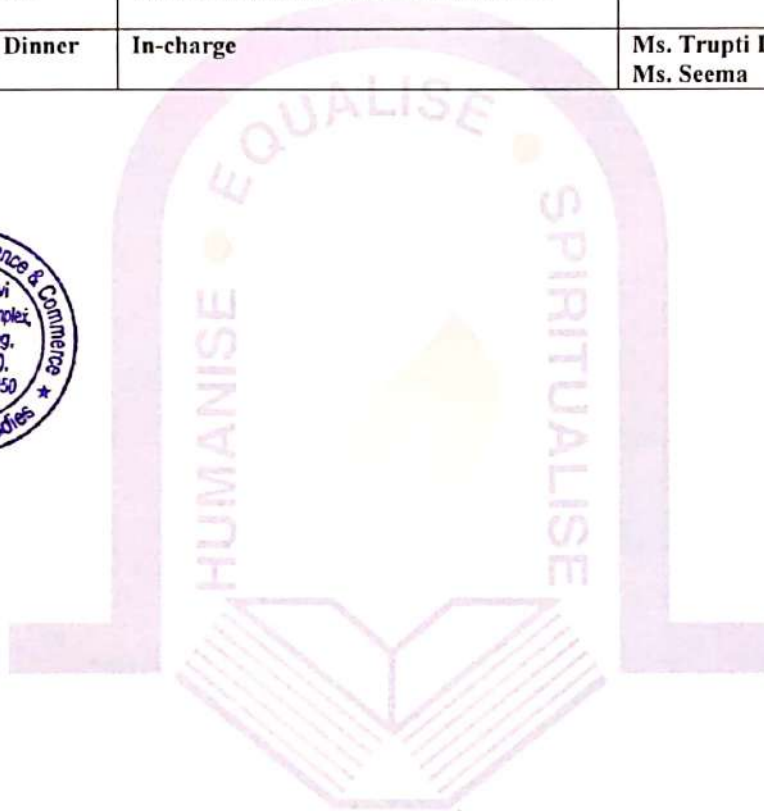
(Department of Hospitality Studies)

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		for students	
9.	Locker Committee	In-charge of Boys and Girls lockers	Mr. Anjan Das, Mr. Satish, Ms. Vibhuti, Ms. Firdaus Sadaf
10.	Industrial visit Committee	Planning the Industrial visits Planning the Faculty's training program	Mr. Pritesh, Mr. Sail, Ms. Neelam
11.	Women grievance committee	Determines whether complaints alleging violations of the Code of Ethics are frivolous, unfounded, or unwarranted.	Ms. Sadhana, Ms. Colette
12.	Theme Dinner	In-charge	Ms. Trupti Laghate, Ms. Colette, Ms. Seema





(Department of Hospitality Studies)

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Committees for the year 2021-2022

1. Admission committee
2. Disciplinary committee
3. Exam Committee
4. Literary committee
5. Sports committee
6. Co-curriculum activities
7. Extra curriculum activities
8. Time table committee
9. Locker committee
10. Industrial visit committee

1. Admission committee :- Mr. Sail, Mr. Faiyaz, Ms. Akshata

- a. Handling admissions
- b. Handling webinars
- c. Maintaining the record

2. Disciplinary committee:- Ms. Colette & Mr. Ameet

- a. Handling the entire students counsel
- b. Maintaining the discipline in the college

3. Exam committee :- H.O.D's

- a. Handling the exams
- b. Submitting marks in the admin. Office
- c. Maintaining the record
- d. Handling the exam controllership for all the semesters
- e. Preparing exam time-tables





(Department of Hospitality Studies)

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Email : administration@rizvihmct.com • Website : www.rizvihmct.com

Tel.: 91 22 2604 4176 / 2605 7240 / 2605 2071 / 2605 5257 / 2605 3137

RIZVI COLLEGE OF HOTEL AND TOURISM MANAGEMENT
STUDIES

COUNSELLOR 2019 – 2020 FOR SEM 2, SEM 4, SEM 6

YEAR	NAME OF COUNSELLOR
FYBSC A	SATISH RAMNARAYAN
FYBSC B	NITESH TIWARI
FYBSC C	AKSHATA SHENOY
FYBSC D	ARUL CHERRY
FYBSC E	HUMERA SHAIKH
FYBSC F	JOYSLIN PINTO
FYBSC G	VIKAS KADAM
FYBSC H	VIJAY HANCHATE
FYBSC I	VIBHUTI MEHRA
FYBSC J	SAVITA PATIL
SYBSC A	VIDHYADHAR DHAMAPURKAR
SYBSC B	JAYSHREE KAKDE
SYBSC C	SUNIL SHUKLA
SYBSC D	MURLI IYER
TYBSC A	AMEET NAZARE
TYBSC B	COLETTE NORONHA
TYBSC C	SADHANA KHARKAR
TYBSC D	DEVEN ALVARES
TYBSC E	SAIL NAIK
TYBSC F	PRITESH DHIMAR
TYBSC G	FAIYAZ MANSURI
TYBSC H	TRUPTI PATOLE
TYBSC I	TRUPTI LAGATE
TYBSC J	SEEMA BHALERAO



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YEAR	BATCH	NAME OF COUNSELLOR
TYBSC	A	Ameet Nazare
	B	Colette Noronha
	C	Sadhana Kharkar
	D	Deven Alvares
	E	Anjan Das
	F	Pritesh Dhimar
	G	Prasad Biswas
	H	Prasad Biswas
	I	Trupti Laghate
	J	Seema Bhalerao
SYBSC	E	Faiyaz Mansuri
	F	Jayshree Kakde
	G	Vidhyadhar Dhamapurkar
	H	Murli Iyer
	I	Vibhuti Mehra
	J	Sunil Shukla
FYBSC	A	Satish Ramnarayan
	B	Trupti Patole
	C	Akshata Shenoy
	D	Arul Cherry
	E	Sail Naik
	F	Joyslin Pinto
	G	Vikas Kadam
	H	Vijay Hanchate
	I	Humera Shaikh
	J	Savita Patil

