



Dharti Janseva Pratishtan's  
**Dharti Ayurved College and Research Institute**

Email Id: - dhartiayurvedpathari@gmail.com

Website: www.djpsayurvedcollegepathri.in

**Dr. Shinde Pramod U.**  
President



**Dr. Swami B. D.**  
Principal

Ref No - DJPS/AYU/PATHRI/2025/460-B

Date: - 16/12/2025

## Human Resource Development (HRD) Committee

In view of promoting and enhancing the overall professional, academic, and personal development of faculty and staff members, and to ensure continuous improvement in institutional human resource practices, a **Human Resource Development (HRD) Committee** is hereby constituted at **Dharti Janseva Pratishtan's Dharti Ayurved College & Research Institute Pohetakli, Tq. Pathri, Dist. Parbhani 431506, Maharashtra** with immediate effect.

### Composition of the HRD Committee:

Sr.no.	Name of Faculty	Designation	Post of committee member
1.	Dr. Swami B. D	Principal	Chairperson
2.	Dr. Kavita Phad	Professor	Coordinator
3.	Dr. Salim Shaikh	HRD In charge	Member
4.	Dr. Hende Namdev	D.M.S	Member
5.	Dr. Sapate Suresh	Associate Professor	Member
6.	Dr. Ketan Satwadhar	Assistant Professor	Member
7.	Mr. Shaikh Salim musa	Clerk	Member
8.	Mr. Kiran Shamrao Naik	Multi-Tasking Staff	Member

### Agenda for HRD Committee Meetings

1. Review of current staff positions and recruitment needs
2. Planning upcoming faculty development programs
3. Discussing performance evaluation outcomes
4. Addressing staff grievances or suggestions
5. Reviewing proposals for promotions or transfers
6. Updating institutional HR policy as per UGC/AICTE/NCISM norms

This committee will meet at regular intervals or as needed and submit recommendations to the Principal/Management for consideration and implementation.

This order shall come into effect from the date of issue and will remain valid until further notification.



### **Objectives and Functions of the HRD Committee:**

- To assess and identify the training and development needs of teaching and non-teaching staff.
- To recommend and coordinate faculty development programs (FDPs), workshops, seminars, and skill enhancement activities.
- To assist in formulating HR policies in alignment with institutional goals.
- To promote mentoring, career advancement, and performance appraisal systems.
- To ensure capacity-building initiatives for academic and administrative staff.
- To develop strategies for staff motivation, retention, and well-being.
- To coordinate with external agencies for HRD-related collaborations.

### **Merits of an HRD Committee:**

#### 1. Professional Growth

Helps staff continuously upgrade skills and stay motivated.

#### 2. Institutional Development

Strengthens human capital, boosting institutional performance.

#### 3. Staff Retention

Enhances job satisfaction through supportive policies.

#### 4. Better Work Culture


Promotes fairness, transparency, and positive employee relations.

#### 5. Regulatory Compliance

Aligns human resource practices with NCISM/AICTE/UGC/NAAC recommendations.

#### 6. Strategic Planning

Ensures long-term workforce planning and sustainability.

  
Principal 16/12/2025

Dharti Ayurved College & R.I.



Dharti Janseva Pratishthan's  
**Dharti Ayurved College and Research Institute**

Email Id: - dhartiayurvedpathari@gmail.com

Website: www.djpsayurvedcollegepathri.in

**Dr. Shinde Pramod U.**  
President

**Dr. Swami B. D.**  
Principal

Ref. NO: - DJPS / AYU / PATHRI / 2025 / 460 - A

Date: - 16/12/2025

**OFFICE ORDER**

Date: 16/12/2025

Ref. No.: DJPS / AYU / PATHRI / 2025 / 210

Dated: -03/09/2025



**Subject: Replacement of Member in HRD Committee**

In partial modification of earlier Office Order No. 210 dated 03/09/2025 regarding constitution of the College Academic Committee, it is hereby informed that the following change is made in the composition of the Committee with immediate effect.

Due to transfer (transfer / resignation / administrative reasons / workload / etc.),

The following member is relieved:

- (1) **Dr. Vilas Rathod**  
Designation: MO  
(Previous HRD In Charge -HRD Committee)
- (1) **Dr. Santosh Rathod**  
Designation: Assistant Professor  
(Previous Member -HRD Committee)
- (2) **Mr. Rohit Suresh Salve**  
Designation: Clerk  
(Previous Member -HRD Committee)

The following member is appointed in his/her place:

- (1) **Mr. Salim Shaikh**  
Designation: Administrative Officer (HRD In Charge - HRD Committee)
- (2) **Dr. Ketan Satwadhar**  
Designation: Assistant Professor  
(Member - HRD Committee)
- (2) **Mr. Shaikh Salim Musa**  
Designation: Clerk  
(Member - HRD Committee)

All other members of the Committee shall remain unchanged as per the earlier order. The newly appointed member shall perform duties and responsibilities as assigned under the Academic Committee guidelines and as per NCISM / University norms.  
This order comes into force with immediate effect.

**Principal** 16/12/2025

Dharti Ayurved College & R.I.  
At. Pohetakli Tq. Pathri Dist. Parbhani.