

**ELECTORAL
LITERACY CLUB**



Mahatma Gandhi Vidyamandir's
Karmaveer Bhausaheb Hiray Dental College & Hospital
Panchavati, Nashik-422003

Date: 29/11/2021

Electoral Literacy Club:

SOP

1. Committee will be formed before the beginning of every academic year.
2. All staff and students will be informed about the committee and its members during orientation program at the beginning of every academic year
3. Names of committee members will be displayed at visible places for easy access whenever required
4. Four meetings of committee members will be conducted every year or as and when required.
5. Minutes of the meeting will be submitted to IQAC and Principal and Dean office regularly.

Objectives:

The Committee is constituted with the following objectives:

- To emphasize on the importance in exercising electoral rights to students, teaching and non-teaching staff who are eligible to vote
- To generate awareness about voting
- To register eligible voters through registration app
- To promote ethical voting amongst staff and students in the institute
- To inculcate constitutional values amongst students, teaching and non-teaching staff
- To build a participative democracy by enabling the students to make wise decisions while voting

Roles and responsibilities of Committee:

- To take various steps in order to inculcate democratic values among students and increase their participation in voting process
- To celebrate National Voter's Day every year on 25th January
- To conduct informatory lectures and seminars in which the Nodal officer and committee members explain the institute members who are eligible voters about the process of voters' id registration.
- To help the students in the registration process and to resolve any issues that arise during registration
- The members of the ELC through seminars help the eligible voters to register themselves for voters id.
- To demonstrate the entire online procedure of registration for voter's id for ease of understanding
- To create awareness about importance of voting amongst young population who would soon be eligible for voting



Dr Shivpriya Aher
Secretary



Dr Meenal Gulve
Principal

Dr. Meenal Gulve
PRINCIPAL

MGV's KBH Dental College & Hospital
Panchavati, Nashik-422 003

2022-2023



Mahatma Gandhi Vidyamandir's
Karmaveer Bhausaheb Hiray Dental College & Hospital
Panchavati, Nashik-422003

MGVKBHDC/ELC/ 01/22-23

DATE:- 15/06/2022

ELECTORAL LITERACY CLUB

ACADEMIC YEAR- 2022-23

Sr. No	Name of the Staff	Designation
1.	Dr Meenal Gulve	Chairperson
2.	Dr Shivpriya Aher	Secretary
3.	Dr Mona Mundada	Member
4.	Dr Sunita Ravate	Member
5.	Dr Renu Yadav	Member
6.	Dr Ashish Meshram	Member
7.	Dr Akshay Bhandari	Member
8.	Dr Pawan Pawar	Member
9.	Kunal Sethi	Member
10.	Mrs. Naina Joshi	Member

Dr Shivpriya Aher

SECRETARY

Dr Meenal Gulve

PRINCIPAL

Dr. Meenal Gulve
PRINCIPAL
MGV's KBH Dental College & Hospital
Panchavati, Nashik-422 003



Mahatma Gandhi Vidyamandir's
Karmaveer Bhausahab Hiray Dental College & Hospital
Panchavati, Nashik-422003

MGVKBHDC/ELC/02/22-23

Date: 10/09/2022

CIRCULAR

Electoral Literacy Club

This is to inform the Electoral Literacy Club members that the committee meeting is scheduled on 12/09/2022.

Kindly note presence of all committee members is mandatory.

The details of the same are as follows.

Day and Date: Monday 12th September 2022

Venue: Principal office, MGV's KBH Dental College and Hospital, Nashik

Time: 11 am

Dr. Shivpriya Aher

Secretary

Dr. Meenal Gulve

Principal

Dr. Meenal Gulve
PRINCIPAL
MGV's KBH Dental College & Hospital
Panchavati, Nashik-422 003



Mahatma Gandhi Vidyamandir's
Karmaveer Bhausaheb Hiray Dental College & Hospital
Panchavati, Nashik-422003

Electoral Literacy Club

Committee Meeting Minutes

Date	12/09/2022
Time	11 am to 12 pm
Venue	Principal office
Agenda	1. Discuss the last meeting points and its implications
	2. To voter's id registration done from all remaining students without EPIC numbers
	1. The respective incharges to make a student's list who did not possess their EPIC number
	2. The incharges to help the remaining students for online registration of voter's id
	3. Online link to be provided to students for registration and the incharges to personally help in the procedure

List of Attendees		
Name	Committee Designation	College Designation
1. Dr Meenal Gulve	Chairperson	Principal
2. Dr Shivpriya Aher	Secretary	Associate Professor
3. Dr Mona Mundada	Member	Senior Lecturer
4. Dr Sunita Ravate	Member	Senior Lecturer
5. Dr Renu Yadav	Member	Senior Lecturer
6. Dr Ashish Meshram	Member	Associate Professor
7. Dr Akshay Bhandari	Member	Senior Lecturer
8. Dr Pawan Pawar	Member	Senior Lecturer
9. Kunal Sethi	Member	Professor
10. Mrs. Naina Joshi	Member	Non- teaching staff

Dr Shivpriya Aher

Secretary

Dr Meenal Gulve

Principal

Dr. Meenal Gulve
PRINCIPAL

MGV's KBH Dental College & Hospital
Panchavati, Nashik-422 003



Mahatma Gandhi Vidyamandir's
Karmaveer Bhausaheb Hiray Dental College & Hospital
Panchavati, Nashik-422003

MGVKBHDC/ELC/03/22-23

Date: 25/01/2023

CIRCULAR

Electoral Literacy Club

This is to inform the Electoral Literacy Club members that the committee meeting is scheduled on 27/01/2023.

Kindly note presence of all committee members is mandatory.

The details of the same are as follows.

Day and Date: Friday, 27th January 2023

Venue: Principal office, MG V's KBH Dental College and Hospital, Nashik

Time: 11 am

Dr. Shivpriya Aher

Secretary

Dr. Meenal Gulve

Principal

Dr. Meenal Gulve
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MGV's KBH Dental College & Hospital
Panchavati, Nashik-422003



Mahatma Gandhi Vidyamandir's
Karmaveer Bhausaheb Hiray Dental College & Hospital
Panchavati, Nashik-422003

Electoral Literacy Club
Committee Meeting Minutes

Date	27/01/2023
Time	11 am to 12 pm
Venue	Principal office
Agenda	<ol style="list-style-type: none">1. Discuss the last meeting points and its implications2. To create awareness amongst the Institute members about the importance of voting
	<ol style="list-style-type: none">1. The respective incharges to make a student's list with their EPIC number2. Forward the student's list with EPIC number to the Principal office3. Conduct lectures with emphasis on Importance of voting for non-teaching staff4. Explain the staff members about the importance of Participative Democracy

List of Attendees		
Name	Committee Designation	College Designation
1. Dr Meenal Gulve	Chairperson	Principal
2. Dr Shivpriya Aher	Secretary	Associate Professor
3. Dr Mona Mundada	Member	Senior Lecturer
4. Dr Sunita Ravate	Member	Senior Lecturer
5. Dr Renu Yadav	Member	Senior Lecturer
6. Dr Ashish Meshram	Member	Associate Professor
7. Dr Akshay Bhandari	Member	Senior Lecturer
8. Dr Pawan Pawar	Member	Senior Lecturer
9. Kunal Sethi	Member	Professor
10. Mrs. Naina Joshi	Member	Non-teaching staff

Dr Shivpriya Aher

Secretary

Dr Meenal Gulve

Principal

Dr. Meenal Gulve
PRINCIPAL
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Mahatma Gandhi Vidyamandir's
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Panchavati, Nashik-422003

MGVKBHDC/ELC/04/22-23

Date: 07/04/2023

CIRCULAR

Electoral Literacy Club

This is to inform the Electoral Literacy Club members that the committee meeting is scheduled on 10/04/2023.

Kindly note presence of all committee members is mandatory.

The details of the same are as follows.

Day and Date: Monday, 10th April 2023

Venue: Principal office, MGV's KBH Dental College and Hospital, Nashik

Time: 11 am

Dr. Shivpriya Aher

Secretary

Dr. Meenal Gulve

Principal

Dr. Meenal Gulve
PRINCIPAL
MGV's KBH Dental College & Hospital
Panchavati, Nashik-422 003



Mahatma Gandhi Vidyamandir's
Karmaveer Bhausahab Hiray Dental College & Hospital
Panchavati, Nashik-422003

Electoral Literacy Club
Committee Meeting Minutes

Date	10/04/2023
Time	11 am to 12 pm
Venue	Principal office
Agenda	1. Discuss the last meeting points and its implications 2. To create awareness amongst the students about the importance of voting
Points discussed	1. Incharges to promote ethical voting amongst students 2. To inculcate constitutional values amongst all Institute members through the medium of seminars by the members 3. Make every person in the Institute aware about their democratic voting rights

List of Attendees		
Name	Committee Designation	College Designation
1. Dr Meenal Gulve	Chairperson	Principal
2. Dr Shivpriya Aher	Secretary	Associate Professor
3. Dr Mona Mundada	Member	Senior Lecturer
4. Dr Sunita Ravate	Member	Senior Lecturer
5. Dr Renu Yadav	Member	Senior Lecturer
6. Dr Ashish Meshram	Member	Associate Professor
7. Dr Akshay Bhandari	Member	Senior Lecturer
8. Dr Pawan Pawar	Member	Senior Lecturer
9. Kunal Sethi	Member	Professor
10. Mrs. Naina Joshi	Member	Non- teaching staff

Dr Shivpriya Aher

Secretary

Dr Meenal Gulve

Principal

Dr. Meenal Gulve
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Mahatma Gandhi Vidyamandir's
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Panchavati, Nashik-422003

MGVKBHDC/ELC/05/22-23

Date: 29/06/2023

CIRCULAR

Electoral Literacy Club

This is to inform the Electoral Literacy Club members that the committee meeting is scheduled on 05/07/2023.

Kindly note presence of all committee members is mandatory.

The details of the same are as follows.

Day and Date: Wednesday, 5th July 2023

Venue: Principal office, MGV's KBH Dental College and Hospital, Nashik

Time: 11 am

Dr. Shivpriya Aher

Secretary

Dr. Meenal Gulve

Principal

Dr. Meenal Gulve
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Panchavati, Nashik-422003

Electoral Literacy Club
Committee Meeting Minutes

Date	05/07/2023
Time	11 am to 12 pm
Venue	Principal office
Agenda	1. Discuss the last meeting points and its implications 2. To finalize committee incharges for the academic year 2023-24
Points discussed	1. Incharges to promote importance of voting amongst students 2. To help students understand the importance of voting day 3. To emphasize that "Voting Day is not a Holiday" 4. To ensure all the students and eligible voters participate in the voting process

List of Attendees		
Name	Committee Designation	College Designation
1. Dr Meenal Gulve	Chairperson	Principal
2. Dr Shivpriya Aher	Secretary	Associate Professor
3. Dr Mona Mundada	Member	Senior Lecturer
4. Dr Sunita Ravate	Member	Senior Lecturer
5. Dr Renu Yadav	Member	Senior Lecturer
6. Dr Ashish Meshram	Member	Associate Professor
7. Dr Akshay Bhandari	Member	Senior Lecturer
8. Dr Pawan Pawar	Member	Senior Lecturer
9. Kunal Sethi	Member	Professor
10. Mrs. Naina Joshi	Member	Non- teaching staff

Dr Shivpriya Aher

Secretary

Dr Meenal Gulve

Principal

Dr. Meenal Gulve
PRINCIPAL
MGV's KBH Dental College & Hospital
Panchavati, Nashik-422 003

2021-2022



Mahatma Gandhi Vidyamandir's
Karmaveer Bhausaheb Hiray Dental College & Hospital
Panchavati, Nashik-422003

MGVKBHDC/ELC/01/21-22

DATE:- 12/10/2021

ELECTORAL LITERACY CLUB

ACADEMIC YEAR- 2021-22

Sr. No	Name of the Staff	Designation
1.	Dr Meenal Gulve	Chairperson
2.	Dr Shivpriya Aher	Secretary
3.	Dr Mona Mundada	Member
4.	Dr Sunita Ravate	Member
5.	Dr Renu Yadav	Member
6.	Dr Ashish Meshram	Member
7.	Dr Akshay Bhandari	Member
8.	Dr Pawan Pawar	Member
9.	Kunal Sethi	Member
10.	Mrs. Naina Joshi	Member

Dr Shivpriya Aher

SECRETARY

Dr Meenal Gulve

PRINCIPAL

Dr. Meenal Gulve
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Mahatma Gandhi Vidyamandir's
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Panchavati, Nashik-422003

MGVKBHDC/ELC/02/21-22

Date: 25/11/2021

CIRCULAR

Electoral Literacy Club

This is to inform the Electoral Literacy Club members that the committee meeting is scheduled on 27/11/2021.

Kindly note presence of all committee members is mandatory.

The details of the same are as follows.

Day and Date: Saturday, 27th November 2021

Venue: Principal office, MGV's KBH Dental College and Hospital, Nashik

Time: 11am

Dr. Shivpriya Aher

Secretary

Dr. Meenal Gulve

Principal

Dr. Meenal Gulve
PRINCIPAL
MGV's KBH Dental College & Hospital
Panchavati, Nashik-422 003



Mahatma Gandhi Vidyamandir's
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Panchavati, Nashik-422003

Electoral Literacy Club
Committee Meeting Minutes

Date	27/11/2021
Time	11 am to 11.45 am
Venue	Principal office
Agenda	<ol style="list-style-type: none">1. Decide and finalize the Standard Operating procedure [SOP] for the functioning of the Electoral Literacy Club of the Institute2. Inform the committee members about the Committee duties
Points discussed	<ol style="list-style-type: none">1. The committee members were given a brief overview of the Electoral Literacy Club2. The committee members were informed about the role of Electoral Literacy Club in country's democracy3. Emphasis was given on social and moral responsibilities of the club members4. Frequency of Committee meetings was finalized5. ELC meetings to be carried out four times in an academic year6. The functioning of the committee and role of every member was explained

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1. Dr Meenal Gulve	Chairperson	Principal
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3. Dr Mona Mundada	Member	Senior Lecturer
4. Dr Sunita Ravate	Member	Senior Lecturer
5. Dr Renu Yadav	Member	Senior Lecturer
6. Dr Ashish Meshram	Member	Associate Professor
7. Dr Akshay Bhandari	Member	Senior Lecturer
8. Dr Pawan Pawar	Member	Senior Lecturer
9. Kunal Sethi	Member	Professor
10. Mrs. Naina Joshi	Member	Non-teaching staff

Dr Shivpriya Aher

Secretary

Dr Meenal Gulve

Principal

Dr. Meenal Gulve
PRINCIPAL

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MGVKBHDC/ELC/03/21-22

Date:08/01/2022

CIRCULAR

Electoral Literacy Club

This is to inform the Electoral Literacy Club members that the committee meeting is scheduled on 12/01/2022.


Kindly note presence of all committee members is mandatory.

The details of the same are as follows.

Day and Date: Wednesday, 12th January 2022

Venue: Principal office, MG V's KBH Dental College and Hospital, Nashik

Time: 11am


Dr. Shivpriya Aher

Secretary


Dr. Meenal Gulve

Principal

Dr. Meenal Gulve
PRINCIPAL
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Panchavati, Nashik-422 003





Mahatma Gandhi Vidyamandir's
Karmaveer Bhausahab Hiray Dental College & Hospital
Panchavati, Nashik-422003

Electoral Literacy Club
Committee Meeting Minutes

Date	12/01/2022
Time	11 am to 12.15 pm
Venue	Principal office
Agenda	1. Discuss the last meeting points and its implications 2. Refine the SOP
Points discussed	1. The committee members were informed about the celebration of National Voter's Day on 25 th January 2022 2. The theme for National Voter's day was finalized 3. Theme decided was "The need and importance of Voting in today's world" 4. Competitions mode was finalized as posters, paintings, poetry writings, reels, memes and rangolis 5. The judges for the same were decided 6. Award to the winners will be given in the form of certificates

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Name	Committee Designation	College Designation
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3. Dr Mona Mundada	Member	Senior Lecturer
4. Dr Sunita Ravate	Member	Senior Lecturer
5. Dr Renu Yadav	Member	Senior Lecturer
6. Dr Ashish Meshram	Member	Associate Professor
7. Dr Akshay Bhandari	Member	Senior Lecturer
8. Dr Pawan Pawar	Member	Senior Lecturer
9. Kunal Sethi	Member	Professor
10. Mrs. Naina Joshi	Member	Non- teaching staff


Dr Shivpriya Aher
Secretary


Dr Meenal Gulve
Principal

Dr. Meenal Gulve
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Panchavati, Nashik-422003

MGVKBHDC/ELC/04/21-22

Date: 04/02/2022

CIRCULAR

Electoral Literacy Club

This is to inform the Electoral Literacy Club members that the committee meeting is scheduled on 08/02/2022.

Kindly note presence of all committee members is mandatory.

The details of the same are as follows.

Day and Date: Tuesday, 8th February 2022

Venue: Principal office, MGVS's KBH Dental College and Hospital, Nashik

Time: 11 am

Dr. Shivpriya Aher

Secretary

Dr. Meenal Gulve

Principal

Dr. Meenal Gulve
PRINCIPAL
MGV's KBH Dental College & Hospital
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Mahatma Gandhi Vidyamandir's
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Panchavati, Nashik-422003

Electoral Literacy Club

Committee Meeting Minutes

Date	08/02/2022
Time	11 am to 12 pm
Venue	Principal office
Agenda	<ol style="list-style-type: none">1. Discuss the last meeting points and its implications2. Finalize the report of National Voter's Day
Points discussed	<ol style="list-style-type: none">1. The committee members were informed about the winners of National Voter's Day competition conducted on 25th January 20222. The certificates of the winners were finalized3. The member incharge to provide online certificates to the winners was assigned4. The member incharge to construct a detailed report to send to the Maharashtra University of Health Sciences was finalized

List of Attendees		
Name	Committee Designation	College Designation
1. Dr Meenal Gulve	Chairperson	Principal
2. Dr Shivpriya Aher	Secretary	Associate Professor
3. Dr Mona Mundada	Member	Senior Lecturer
4. Dr Sunita Ravate	Member	Senior Lecturer
5. Dr Renu Yadav	Member	Senior Lecturer
6. Dr Ashish Meshram	Member	Associate Professor
7. Dr Akshay Bhandari	Member	Senior Lecturer
8. Dr Pawan Pawar	Member	Senior Lecturer
9. Kunal Sethi	Member	Professor
10. Mrs. Naina Joshi	Member	Non- teaching staff

Dr Shivpriya Aher

Secretary

Dr Meenal Gulve

Principal

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Mahatma Gandhi Vidyamandir's
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Panchavati, Nashik-422003

MGVKBHDC/ELC/05/21-22

Date: 08/06/2022

CIRCULAR

Electoral Literacy Club

This is to inform the Electoral Literacy Club members that the committee meeting is scheduled on 15/06/2022.

Kindly note presence of all committee members is mandatory.

The details of the same are as follows.

Day and Date: Wednesday, 15th June 2022

Venue: Principal office, MGVS KBH Dental College and Hospital, Nashik

Time: 11am

Dr. Shivpriya Aher

Secretary

Dr. Meenal Gulve

Principal

Dr. Meenal Gulve
PRINCIPAL
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Mahatma Gandhi Vidyamandir's
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Panchavati, Nashik-422003

Electoral Literacy Club
Committee Meeting Minutes

Date	15/06/2022
Time	11 am to 12 pm
Venue	Principal office
Agenda	<ol style="list-style-type: none">1. Discuss the last meeting points and its implications2. Recognizing of students with voter's id and get their EPIC number3. To ensure all the students get their voter's id registration done4. To finalize committee incharges for the academic year 2022-23
Points discussed	<ol style="list-style-type: none">1. The committee members were assigned as incharges for 1st, 2nd, 3rd, 4th year BDS and MDS students2. The respective incharges to make a student's list with their EPIC number3. To recognize students without voter's id registration4. The incharges to help students for online registration of voter's id5. Online link to be provided to students for registration6. Step by step process for online registration to be shown during a lecture conducted by the committee secretary

List of Attendees

Name	Committee Designation	College Designation
1. Dr Meenal Gulve	Chairperson	Principal
2. Dr Shivpriya Aher	Secretary	Associate Professor
3. Dr Mona Mundada	Member	Senior Lecturer
4. Dr Sunita Ravate	Member	Senior Lecturer
5. Dr Renu Yadav	Member	Senior Lecturer
6. Dr Ashish Meshram	Member	Associate Professor
7. Dr Akshay Bhandari	Member	Senior Lecturer
8. Dr Pawan Pawar	Member	Senior Lecturer
9. Kunal Sethi	Member	Professor
10. Mrs. Naina Joshi	Member	Non- teaching staff

Dr Shivpriya Aher

Secretary

Dr Meenal Gulve

Principal

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