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Hon'ble. Nanasaheb S.O.Wagh
Chairman

P.T.C. Education Society's
Sau. Rajanital Nanasaheb Deshmukh
Arts, Commerce & Science College,
Bhadgaon Dist- Jalgaon 424105

NAAC Re- Accredited
Grade - 'B'

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Dr. N.N.Gaikwad (M.A. Ph.D.)
Principal

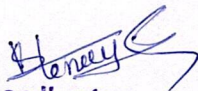
Workshop on Best Practices in Office management for Senior College

Report 2017-18

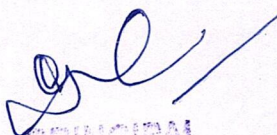
Name of Activity	Best Practices in Office management for Senior college
Date of Activity	27.12.2017
Venue	Seminar Hall
Organizing Department	IQAC
Collaboration / Sponsoring Agency	--
Number of :Participant	34
Impact of Activity/ outcome	Non- teaching staff aware the rules regulation and Laws of related to the office management.

IQAC department organised the one-day workshop on Best Practices in Office management for Senior College for non-teaching faculty. Dated on 27.12.2017. This workshop inaugurated by Dr. Keshav Tupe (Joint Director, Higher Education, Jalgaon Division). And workshop president was Hon,ble Bhausaheb Dilip Onkar Wagh (President, PTC Education society Pachora) Chief guest of this workshop was Hon'ble Annsaheb Adv. S.R.Deshmukh Wagh (Hon' Secretary, PTC Education society Pachora) Key note speaker delivered by Hon'ble MR. Nanasaheb V.T.Joshi and resource person were Principal Milind Bildikar (BP Arts, College Chalisagaon) Dr. Pramod Pawar, Dr. Shamrao Bildikar, Shri. Raosaheb Tribhuvan.

This workshop discuss about staff pattern and grant formula in aided senior colleges and code of conduct for staff in aided senior college in the morning session. In the second session of the workshop Dr. Pramod Pawar spoke on the best practices in record management for non- teaching staff. In the validictory session Dr. B.N.Patil Pachora and Shri. S.S.Chavan address to the participants.


Co-ordinator
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Bhadgaon, Dist.Jalgaon (424105)




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Pachora Taluka Co-operative Education Society, Pachora

**SAU. RAJANITAI NANASAHEB DESHMUKH
ARTS, COMMERCE & SCIENCE COLLEGE
BHADGAON, DIST.JALGAON**

**IQAC Organizes, UGC Sponcered
ONE DAY STATE LEVEL WORKSHOP FOR NON-TEACHING STAFF ON**

"BEST PRACTICES IN OFFICE MANAGEMENT FOR SENIOR COLLEGE"

DATE :27 DEC. 2017, WEDNESDAY

To, _____

You are cordially invited for one day state level workshop on "best practices in office management" organized by IQAC of our college.

INAGURATION FUNCTION : 10:30 AM.

- INAGURATION BY -

HON.DR.KESHAV TUPE (Joint director, higher education, Jalgaon)

- PRESIDED BY -

HON.NANASAHEB SANJAYJI WAGH (Chairman, P.T.C., Pachora)

- GUEST OF HONOUR -

HON.ADV.ANNASAHEB S.R.DESHMUKH (Hon.Secretary P.T.C., Pachora)

- WORKSHOP SCHEDULE -

Session	TIME	Name Of Speaker	Title	Session Chair Person
I	11.00 AM.TO 12.00 PM.	Hon.Nanasaheb V.T.Joshi (Vice-Chairman PTC,Pachora)	Staff pattern and grant formula in aided senior colleges	Principal. Dr.Milind Bildikar (Chalisgaon)
II	12.00 PM.TO 01.00 PM.	Hon.Dr.Shyamrao Bhadlikar (Deputy Registrar, Legal Section N M U, Jalgaon)	Code of conduct for staff in aided senior college	Dr.Munaf M.Shaik (Assit. Registrar, Engg. Exam Section, NMU, Jalgaon)
LUNCH TIME : 01.00PM TO 02.00 PM.				
III	03.00 PM. TO 04.00 PM.	Dr.Pramod Pawar (Sant Dnyaneshwar mahavidyalaya, Soyagaon.Dist.Aurangabad)	Best Practices in Record Management for Non-Teaching Staff	Shri.Raosaheb Tribhuvan (Ex Senate Member,NMU, Jalgaon)
IV	04.00 PM. TO 5.00 PM.	GUEST- Dr.B.N.Patil,Pachora Shri.S.S.Chavan (Ex O.S., S.R.N.D. College,Bhadgaon)	Valedictory Function	Principal.Dr.N.N. Gaikwad (Senate Memeber,NMU Jalgaon)

- Organizing Committee -

L.G.KAMBLE

(IQAC-Cordinator)

S.R.PATIL

(Vice-Principal)

Dr.N.N.GAIKWAD

(Principal & Senate Member,NMU,Jalgaon)

Prof.A.N.Bhangale (NAAC-Cordination)

Prof.D.M.Marathe (IQAC member)

Prof.M.D.Birta (IQAC member)

Prof.S.G.Shelar (IQAC member)

Prof.S.M.Zalte (IQAC member)

Shri.Sandip Kedar (IQAC member)

Co-ordinator
IQAC
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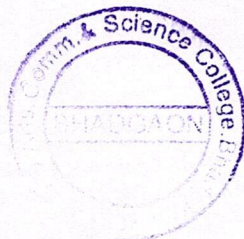


Joint director Dr. Keshav Tupe addressing in the annuagrations



Participants of this workshop

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Co-ordinator
 IQAC
 Sau. Rajanital Nanasahab Deshmukh
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 27/12/2017
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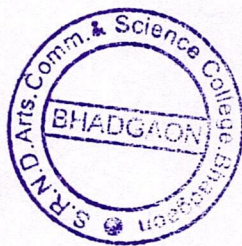
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Participants of this workshop

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Co-ordinator
IOAC

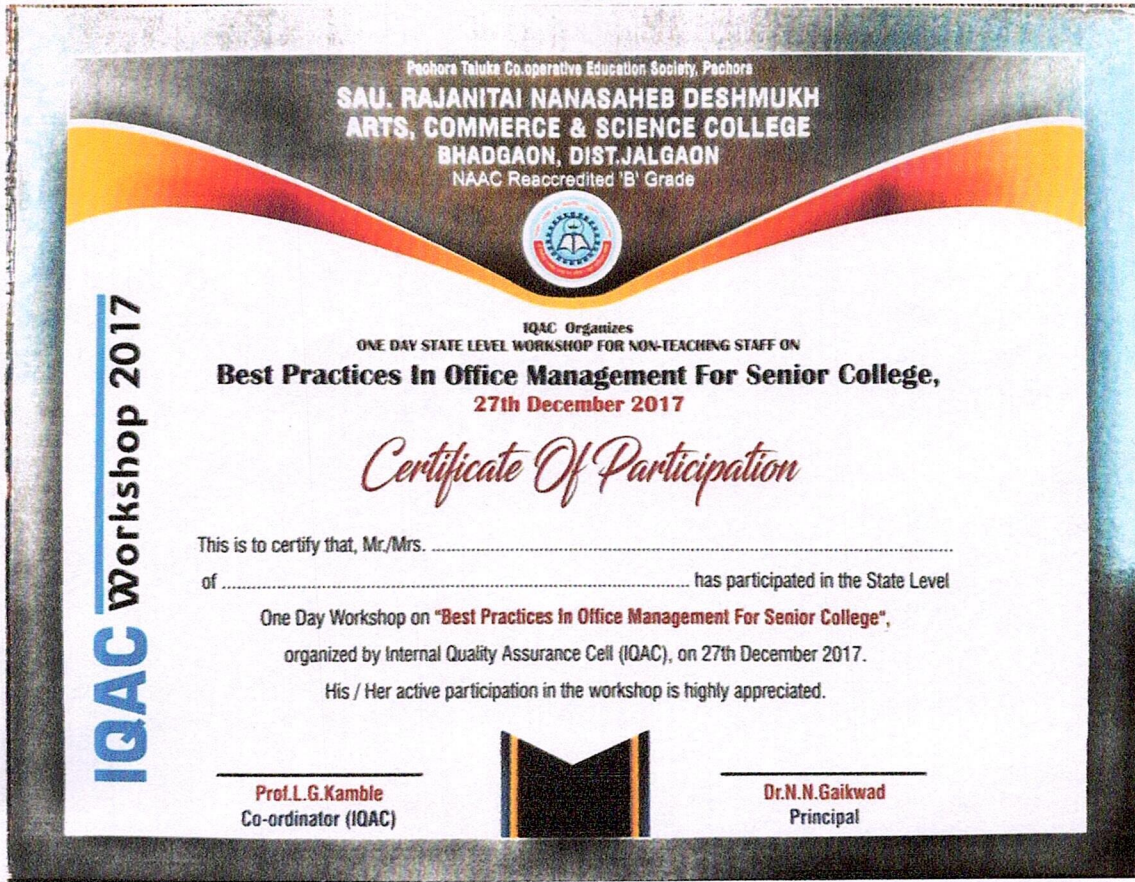
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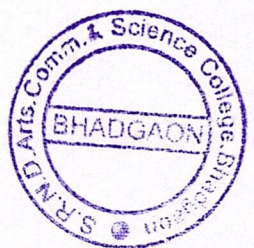
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Certificate of this event



[Signature]
Co-ordinator
IQAC
Sau. Rajanital Nanasahab Deshmukh
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Newspaper cutting in this Event

दैनिक दिव्य मराठी, रविवार, दि. ३१ डिसेंबर २०१७

शैक्षणिक | भडगावच्या कार्यशाळेत शिक्षण सहसंचालक केशव तुपे यांचे मत उच्च शिक्षण क्षेत्रात प्राध्यापक, कर्मचारी दोन्ही घटक महत्त्वाचे

प्रतिनिधी | भडगाव

प्राध्यापक व कर्मचारी हे उच्च शिक्षण क्षेत्रातील दोन महत्त्वाचे घटक आहेत. प्राथमिक पातळी वरून उच्च शिक्षण क्षेत्रात अर्थिका मर्यादा होण्यास मदत होते. शैक्षणिक प्रशासनासाठी कर्मचार्यांचे योगदान महत्त्वाचे असते. असे मत उच्च शिक्षण विभागाचे सहसंचालक डॉ. केशव तुपे यांनी व्यक्त केले.

प्री. राजनिताई नानासाहेब देशमुख महा. प्राथमिक व माध्यम महाविद्यालयाने आयोजित झालेल्या सुमार १००० शिक्षकांसाठी 'वेबट प्रॅक्टिस' हा ऑनलाइन प्रशिक्षण कार्यक्रम सुरु झाला. या कार्यशाळेच्या उद्घाटनकार्यक्रमात डॉ. केशव तुपे, अध्यक्षस्थानी उपस्थित झाले. या कार्यशाळेच्या उद्घाटनकार्यक्रमात डॉ. केशव तुपे, अध्यक्षस्थानी उपस्थित झाले. या कार्यशाळेच्या उद्घाटनकार्यक्रमात डॉ. केशव तुपे, अध्यक्षस्थानी उपस्थित झाले.



कार्यशाळेचे उद्घाटन करताना उच्च शिक्षण विभागाचे सहसंचालक केशव तुपे, डॉ.टी. जोशी व अन्य मान्यवर.

उच्च शिक्षण क्षेत्रात प्राध्यापक व कर्मचारी दोन्ही घटक महत्त्वाचे

उच्च शिक्षण क्षेत्रात प्राध्यापक व कर्मचारी दोन्ही घटक महत्त्वाचे आहेत. प्राथमिक पातळी वरून उच्च शिक्षण क्षेत्रात अर्थिका मर्यादा होण्यास मदत होते. शैक्षणिक प्रशासनासाठी कर्मचार्यांचे योगदान महत्त्वाचे असते. असे मत उच्च शिक्षण विभागाचे सहसंचालक डॉ. केशव तुपे यांनी व्यक्त केले.

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Bheneer
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IOAC

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