



Manoharbhai Shikshan Prasarak Mandal Armori's

**MAHATMA GANDHI ARTS, SCIENCE &
LATE NASARUDDINBHAI PANJWANI COMMERCE
COLLEGE ARMORI**

Dist. Gadchiroli (Maharashtra) 441 208

Affiliated to Gondwana University, Gadchiroli.

Re-accredited by NAAC 'A' with 3.02 CGPA

SELF STUDY REPORT (SSR)

2016~17 to 2020~21

**DVV CLARIFICATION
CRITERION – VII**

**INSTITUTIONAL VALUES & BEST
PRACTICES**

METRIC NO: ~ 7.1.10.

METRIC NAME: ~ *The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.*



Web: - mgcollegearmori.ac.in
e-mail: - mgcollege.armori@gmail.com
Phone: - 07137-266558

METRIC NO: ~ 7.1.10.

METRIC NAME: ~ *The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.*

S.NO	Particulars
1	Circular and geotag photograph with caption of the activities organised for teachers' students' administrators and other staff
2	Handbook on human values and professional ethics
3	Report on the students' attributes facilitated by the Institution
4	Annual awareness programmes on code of conduct

Activities Orgnized Under the Metric (7.1.10) for Teachers

MAHATMA GANDHI ARTS SCIENCE & LATE N.P. COMMERCE COLLEGE

ARMORI, DIST, GADACHIROLI

REPORTS OF ONE DAY WORKSHOP ON CLOUD MANGEMENT SYSTEM (CMS)

FOR TEACHING STAFF

Name of activity	REPORTS OF ONE DAY WORKSHOP ON CLOUD MANGEMENT SYSTEM (CMS) FOR TEACHING STAFF
Name of co-ordinator	Prof. Parag S. Meshram
Place of activity organized	M. G. College Armori
No. of participants	12
Brief description	<p>The one-day training program conducted on 6 March 2021 at 11am under the chairperson Dr. L. H. Khalsa Principal of our M. G. college Armori. Ashish Borkar trainer from Mastersoft company offered training as well personal handling of different module in the software like teaching learning, student attendance, NAAC module etc. All the faculty were attentively present for the training program on Master software.</p>


(Asst. Prof. P. S. Meshram)


Principal
Mahatma Gandhi Arts,
Science & Late



Notice :



**महात्मा गांधी कला, विज्ञान व
स्व. नसरुद्दीनभाई पंजवानी वाणिज्य महाविद्यालय**

आरमोरी जि. गडचिरोली ४४१ २०८

नॅक पुनर्मांडित 'अ' दर्जा (३.०२ CGPA)

प्राचार्य

डॉ. लालसिंग हरबनसिंग खालसा

एम. एस.सी., पी.एच.डी.

मो. नं. ९४२२१५३१९७

e-mail : lalsinghkhalsa@yahoo.com

एम.टी.सी. : ०२२३७

क्षेत्राधिकार : २६६५५८

फॅक्स : २६६५५८

e-mail : mgcollege.armori@gmail.com

पत्र क्र.

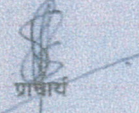
दिनांक ४/३/२०२१

सूचना

महाविद्यालयातील सर्व प्राध्यापक वृंद तथा शिक्षकेतर कर्मचारी वृंद यांना सुचित करण्यात येते कि, क्लॉउड मॅनेजमेंट सिस्टम (C.M.S.) द्वारे प्राध्यापक वृंद यांच्याकरीता टिचिंग लर्निंग, विद्यार्थी हजेरी व नॅक मॉड्युलवर तसेच शिक्षकेतर कर्मचारी वृंद यांना ॲक्वाडॅमीक, पेरोल, अकाउंट, स्टॉक मॅनेजमेंट, तसेच ग्रंथालय विभागाचे मॉड्युल यावर शनिवार, दि. ०६/०३/२०२१ ला सकाळी ११.०० वा. संगणक कक्ष येथे एक दिवसीय कार्यशाळा आयोजित केलेली आहे. तरी सर्वांनी उपस्थित रहाणे अनिवार्य आहे.

प्राध्यापक वृंद — वेळ ११.०० ते १२.३०

शिक्षकेतर कर्मचारी वृंद — वेळ १२.३० ते १.३०


प्राचार्य

महात्मा गांधी कला, विज्ञान व
स्व. नसरुद्दीनभाई पंजवानी वाणिज्य महाविद्यालय
आरमोरी जि. गडचिरोली ४४१ २०८



(Asst. Prof. P.S. Meghram)


Principal
Mahatma Gandhi Arts,
Science & Late



Photograph:



Latitude: 20°28'26"N
Longitude: 79°58'47"E
Elevation: 225.48±3 m
Accuracy: 3.1 m
Azimuth: 171° (S)
Pitch: 5.7° (1.6°)
Time: 03-06-2021
Note: One Day Training Programme on e- Governance ERP 05/03/2021

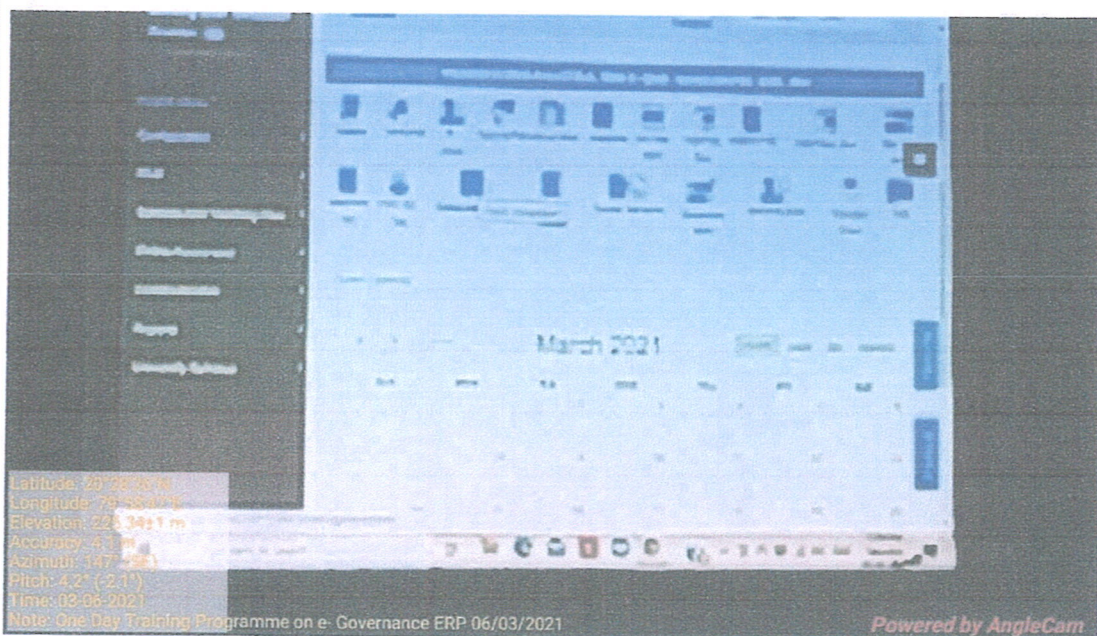
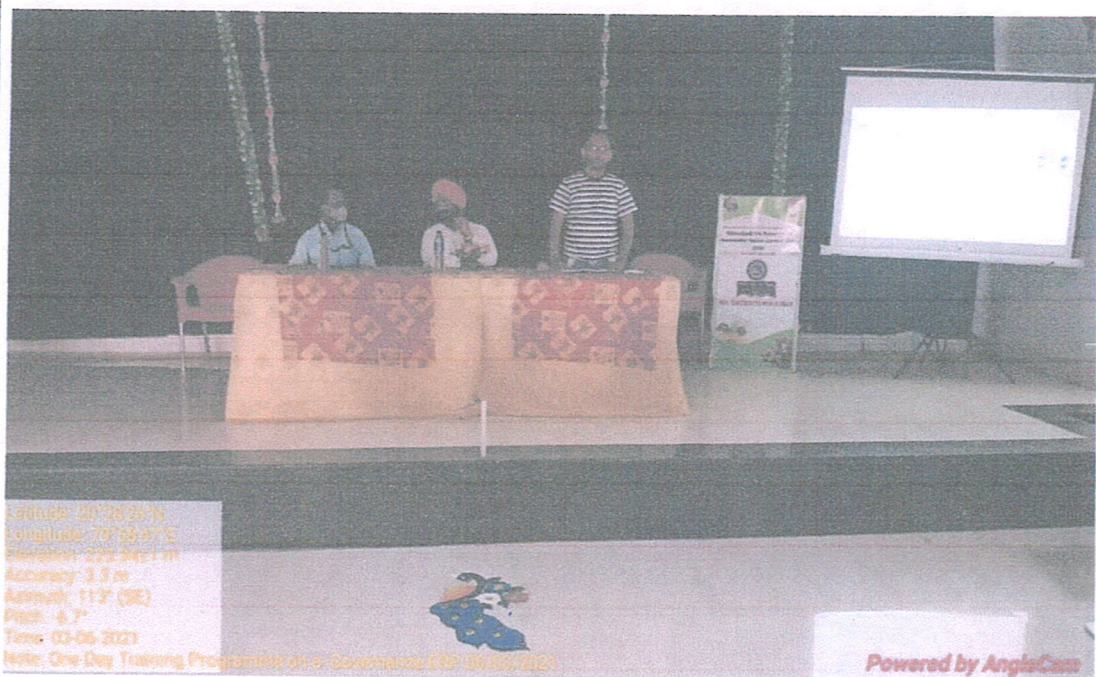


Latitude: 20°28'27"N
Longitude: 79°58'47"E
Elevation: 225.52±3 m
Accuracy: 3.4 m
Azimuth: 190° (S)
Pitch: 5.7° (2.4°)
Time: 03-06-2021
Note: One Day Training Programme on e- Governance ERP 05/03/2021

Bhmeshram

Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli





Bheshwari

Principal
 Mahatma Gandhi Arts,
 Science & Late
 N. P. Commerce College,
 Amori, Dist - Gadchiroli



Attendance sheet :

Page No.
 Date: 06/03/2021

महाविद्यालयातील प्राध्यापकांना
उत्पादक मॅनेजमेंट सिस्टम्स (C.M.S) समरस
करव्याकरीता आज दि. 06/03/2021 रोजी
शनिवारला सकाळी दिवसीय कार्यवालेचे आयोजन
स्टाफ ट्रेनिंग व गायडन्स कमिटी व्हाई
करव्यात आले या कार्यवालेकरीता खालील
प्राध्यापक वृंद उपस्थित होते.

दि. 06/03/2021

समन्वयक

समन्वयक

स्टाफ गायडन्स ऑफ

ट्रेनिंग सेल.

उपस्थित प्राध्यापक वृंद

नाव

- 1) Dr. Laxmanrao Chaudhari
- 2) Prof. Parag S. Meshram
- 3) Dr. C. P. Dorekar
- 4) Ramesh Thombre
- 5) Dr. K. N. Wadgaonkar
- 6) Dr. M. M. Thakur
- 7) Dr. G. M. Patil
- 8) Dr. M. Ghoshale
- 9) M. K. Ramteke
- 10) Dr. V. T. Kharalkar
- 11) Dr. C. D. Mungamde
- 12) Dr. R. N. Chaudhari

Dr. L.

Dr. C. P. Dorekar

Dr. Ramesh Thombre

Dr. K. N. Wadgaonkar

Dr. M. M. Thakur

Dr. G. M. Patil

Dr. M. Ghoshale

Dr. M. K. Ramteke

Dr. V. T. Kharalkar

Dr. C. D. Mungamde

Dr. R. N. Chaudhari

Scanned with CamScanner

Bmeshram

Principal

Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli



News published in newspaper:

संका ४ दि. १८/३/२०२१

गांधी महाविद्यालयात डिजिटल प्रशिक्षण

आरमोरी, ता. १७ : स्थानिक महात्मा गांधी कला, विज्ञान व व्यवसाय शाळातर्फे पंजाबी आणि मराठी भाषा, आरमोरी येथे प्राचार्य डॉ. लालसिंग खालसा यांच्या अध्यक्षतेखाली शिक्षक व शिक्षकेतर कर्मचारी यांना ई-गव्हर्नन्स ई.आर. सी. वी. वी. एम. वी. डिजिटल प्रशिक्षण देण्यात आले.

प्राचार्य डॉ. लालसिंग यांनी ई.आर. सी. वी. डिजिटल प्रशिक्षक आरमोरी येथे सर्व शिक्षक व शिक्षकेतर कर्मचारी यांना ई-गव्हर्नन्स ई.आर. सी. वी. वी. एम. वी. डिजिटल प्रशिक्षण देण्यात आले. महाविद्यालयाचे प्राचार्य डॉ. लालसिंग खालसा यांनी आपल्या अध्यक्षीय भाषणातून सर्वोच्च अभिप्रेत प्रशिक्षण व प्रशिक्षक कर्मचारी यांना दिलेले बोलले, त्यानुसार



आरमोरी : कार्यक्रमात प्राचार्य डॉ. लालसिंग

शिक्षक कार्यक्रमात डिजिटल पद्धतीचा ऑनलाईन पद्धतीचा वापर आणि नोंदी करणे, यासाठी शिक्षक आणि शिक्षकेतर कर्मचारी यांना नवीन पद्धतीचा कार्यक्रमातील आवककाल असाव्याने सांगितले. अशावेळी कर्मचार्यांना कुत्रात तसे सहायकांकडून ई-गव्हर्नन्सचा कार्यपद्धती समजून घेण्याचे आवाहन

केले. कार्यक्रमाचे अंतिमदन करून प्रशिक्षण कार्यक्रमात सुरुवात दिल्या. यावेळी कलाउद्योग मॅनेजमेंट प्रशिक्षक आरमोरी येथे, यांनी कलाउद्योग मॅनेजमेंट ट्रेनिंग, विद्यार्थी हजेरी धरणे, मॉड्युलर प्रशिक्षण कर्मचार्यांनी शैक्षणिक परीक्षा, अकाउंट स्टॉक मॅनेजमेंट आदी नोंदी डिजिटल पद्धतीने करणे, याची सुरुवात प्रशिक्षण दिले. याशिवाय प्राचार्य व शिक्षकेतर कर्मचारी यांच्या प्रश्नांना समर्थक उत्तरे देत कर्मचार्यांना व्यक्तिगतरीत्या प्रशिक्षण दिले. प्रशिक्षण कार्यक्रमाचे संचालन व अंतिम डॉ. लालसिंग यांनी केले. कार्यक्रमात तज्ज्ञता डॉ. लालसिंग, डॉ. सुनील शुभे, डॉ. सतीश कोला, डॉ. लालसिंग यांनी सहकार्य केले.

Emeshram

(Asst. Prof. P. S. Meshram)

[Signature]

Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armore, Dist - Gadchiroli



Activities Orgnized Under the Metric (7.1.10) for Teachers

**Mahatma Gandhi Arts, Science and Late N.
P. Commerce College Armori, Dist.
Gadchiroli**

REPORT

On

ONE DAY NATIONAL CONFERENCE

On

**“INTELLECTUAL PROPERTY RIGHTS &
RESEARCH METHODOLOGY”**

FRIDAY, 30th JULY 2021, TIME: 10.30 A.M.



Organized

By

Research & Development Committee

**Mahatma Gandhi Arts, Science and Late N. P. Commerce College Armori,
Dist. Gadchiroli (M.S.)**

Intellectual property rights (IPR) play an important role in the economic Growth and in today's modern world, Information Technology (IT), Communication and Electronics are some of the most innovative, dynamic and highly advanced segments that drive economic growth. IPR thus plays an important role in value creation in these technologically advanced segments thereby fostering innovation. Today there is a dire need for the technology businesses, start-ups and academic institutions focusing on research to understand and become aware of the key issues & recent developments in IPR related to technology segments.

Intellectual Property means the property represented by the product emanating from creativity of the human mind, human intellect and creative ideas. It can be an Invention, original Design, Trademarks, artistic creation, etc. These new activities brought about industrial, economic and cultural development in the society. Intellectual Property is an asset and by acquiring a legal right over the property, the creator of the intellectual property seeks to ensure that he has exclusive right over it. Intellectual Property Rights (IPRs) are a set of exclusive rights protected by law which are accorded to creators or persons over their creations for a certain time period. An IPR holder can realize value from its intellectual assets through utilizing it internally for its own processes or share it externally through provision of goods and services to customers. The latter can be achieved through legal mechanisms such as licensing or assignment. IPR are considered as a barometer of R&D activities, encourages technology transfer, national / foreign direct investments & helps in technological / industrial development. Intellectual Property Rights (IPR) plays a vital role in enhancing the socioeconomic prosperity


NS
carset



Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli

of the country. Creativity and innovation are new drivers of the world economy. With the increasing relevance of Intellectual Property (IP) in this era of globalization, it is important to recognize the role which IP systems play in the growth of the Nation. Thus, there is a need to create large public awareness about the pivotal role of IPR in globalized knowledge economy. From last many years it was observed that, filing of IP applications in the country are not increasing despite significant contribution towards R&D by various students, institutes, scientist and R&D organizations. With the view to create awareness on the significance of IPR to the people from various sectors, our college organized a one-day national conference on "Intellectual Property Rights and Research Methodology" at the college campus on 30 th July, 2021. The mode of conference was online via zoom and you tube platform. Dr. M. M. Betkar, and Dr. Devdatta Tare, were the resource persons for this workshop. The organiser of this conference was Principal Dr. L. H. Khalsa, and Dr. Naresh D. Bansod and Dr. S. S. Kola was convenor of this conference.


Bansod


Principal
Mahatma Gandhi Arts,
Science & Late
M. P. Commerce College,
Armori, Dist - Gadchiroli



Brochure of the conference:



Patrons

Hon'ble Smt. Sunitatai Murlidharrao Wanmali
President, M.S.P.M., Armori

Hon'ble Shri Manojbhai Wananraoji Wanmali
Secretary, M.S.P.M., Armori

Organizer

Dr. L. H. Khalsa
Principal

Convener

Dr. S. S. Kola
Assistant Professor,
Dept. of Chemistry

Dr. N. D. Bansod
Assistant Professor,
Dept. of Chemistry

Link for online registration:
<https://forms.gle/Kc7MNilDennVUz9q9>

Zoom link to join Conference:
<https://us02web.zoom.us/j/3032836362>

You tube Link: <https://youtu.be/ps4vjvjavZU>

Manoharabhai Shikshan Prasarak Mandal Armori
Mahatma Gandhi Arts, Science and Late Nasaruddinbhai Panjwani
Commerce College
Armori, Dist.-Gadchiroli (M.S.), India - 441208
NAAC Reaccredited with 'A' Grade

One Day National e-Conference
On
"INTELLECTUAL PROPERTY RIGHTS & RESEARCH
METHODOLOGY"
FRIDAY, 30th JULY 2021, TIME: 10.30 A.M.

Dear Sir/ Madam,

Greetings. Research and Development Committee of Mahatma Gandhi Arts, Science & Late. Nasaruddinbhai Panjwani Commerce College Armori Dist. Gadchiroli (M.S.) India-441208 is honored to invite you for participating in one day National Conference on Intellectual Property Rights & Research Methodology on 30th July 2021.

Why Should You Attend?

- Opportunity to listen leading IPR & research methodology expert.
- Updated information about guideline and norms of Ph. D.
- Networking opportunity with delegates of different fields & backgrounds.
- For smooth & easy conduction of various research operation.
- Certificate of participation with QR code.
- No registration fee for attending conference.

Invited Speakers



Dr. M. M. BETKAR
Principal
Shri. Kumarwani
Mahavidyalaya Ausa,
Dist. Latur.



Dr. DEVDATTA TARE
Assistant Professor
Department of Commerce
Gondwana University
Gadchiroli

Conference platform
Online mode through:




Aims & Objectives:

- Opportunity to listen leading IPR & research methodology expert
- Updated information about guideline and norms of Ph. D.
- Networking opportunity with delegates of different fields & backgrounds.
- For smooth & easy conduction of various research operation.
- Importance and scope of IPR in Academic Researches.
- Types of innovations patentable & how to test your patentability of your innovations.
- Procedure of patent writing, patent filing and the process of granting patent

N. D. Bansod

[Signature]
Principal

**Mahatma Gandhi Arts,
Science & Late
N P. Commerce College,
Armori, Dist - Gadchiroli**

Conference Schedule

Conference Schedule

Session-I

Ingurational speech	10:30 am to 10:55 am	Dr. L. H. Khalsa
Introduction of Dr. M.M. Betakar	10:55 am to 11:00 am	Dr. S. S. Kola
Invited Talk -1	11:00 am to 12:00 am	Dr. M.M. Betakar
Question and answer	12:00 am to 12:10 pm	

Session-II

Introduction of Dr. Devdatta Tare	12:10 pm to 12:15 pm	Dr. N. D. Bansod
Invited Talk -2	12:15 pm to 01:15 pm	Dr. Devdatta Tare
Question and answer	01:15 pm to 01:25 pm	
Vote of Thanks	01.25pm to 01.35 pm	Dr. N. D. Bansod



N
canst

Principal
Mahatma Gandhi Arts,
Science & Late
N P. Commerce College,
Armori, Dist - Gadchiroli

Registration Form

1:37



docs.google.com/forms/d/1

4

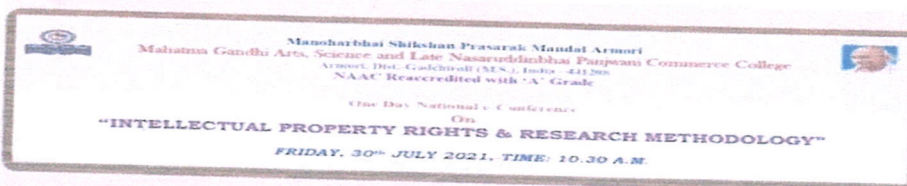


Registration form of e-Conferece On "Intel

Questions

Responses

567



REGISTRATION FORM

NATIONAL e-CONFERENCE ON "INTELLECTUAL
PROPERTY RIGHTS & RESEARCH METHODOLOGY"

Email *

Valid email

This form is collecting emails. [Change settings](#)

FULL NAME (as required in certificate) *

Short answer text



NS
ansod

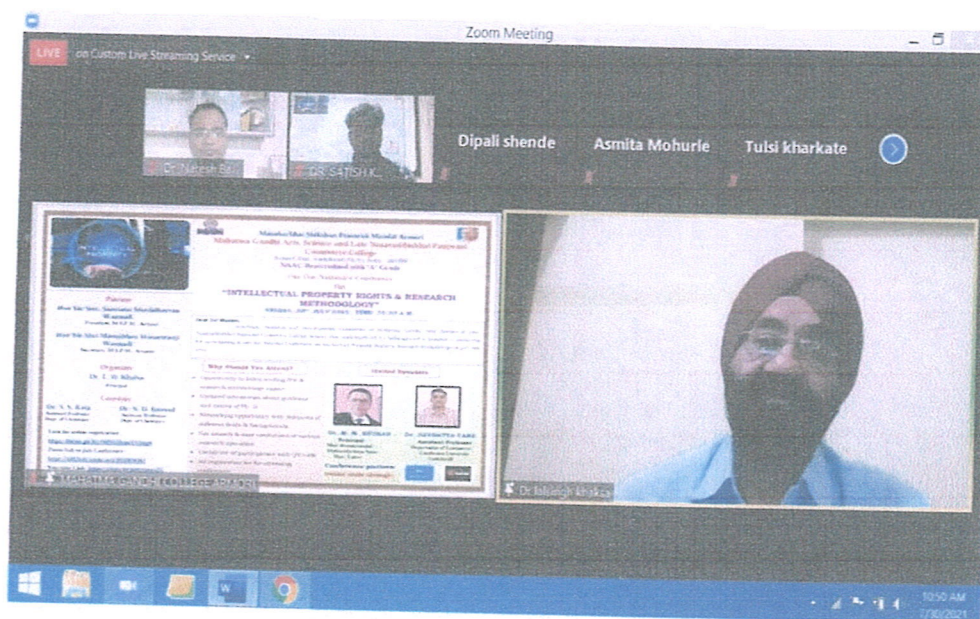


Principal

Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli

WELCOMING AND OPENING CEREMONY

The first session of the conference started with welcoming and opening ceremony on zoom platform. The honourable principle of our college Dr. L. H. Khalsa welcomed the Keynote speakers and all the participants. The convenor of the conference, Dr. S. S. Kola addressed the participants and gave a brief idea of the e-Conference and introduced to 'Dr. M. M. Betkar'; the first keynote speaker.

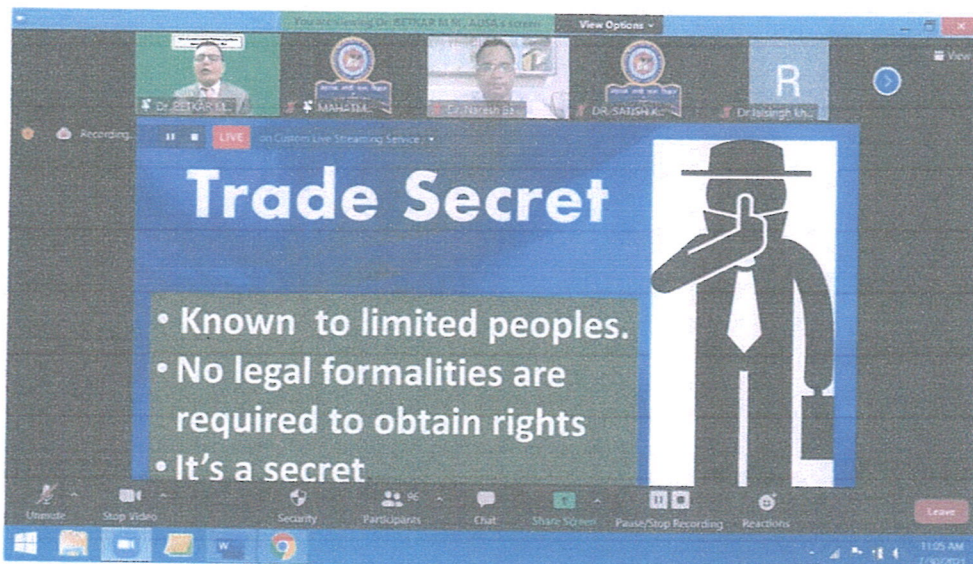
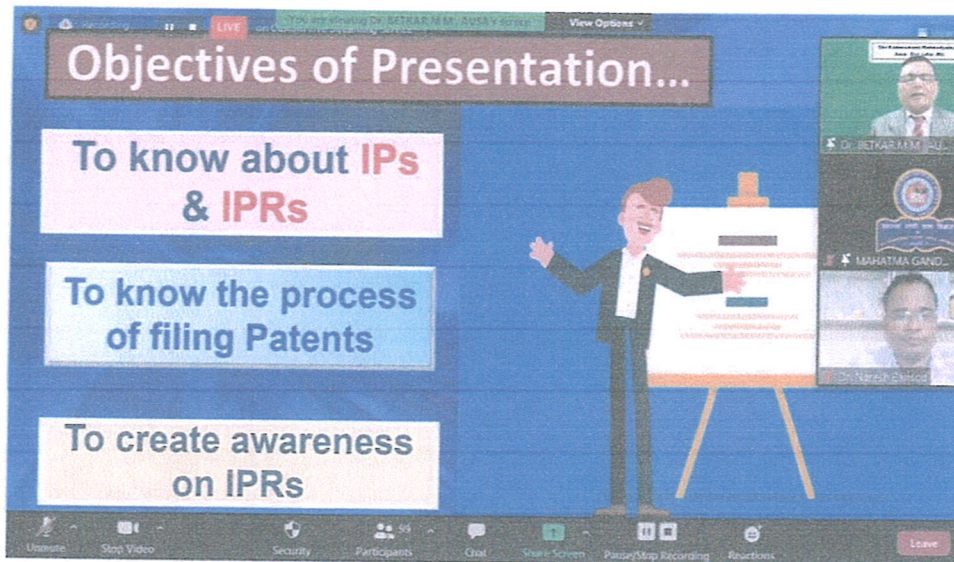


Handwritten signature

Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli

KEYNOTE SPEECHES

The first invited speaker of the e-conference was Dr. M. M. Betakar, Principal, Shri Kumarswami Mahavidyalaya. He delivered talk on "Intellectual Property of Rights." (IPR). Dr. M. M. Betakar explained the details information about the process of filing the patents, trades secrets, what is legal procedure for filing the any pretends, time duration of patents, fees for patents file etc.



Handwritten signature

Handwritten signature


Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli

Activities Orgnized Under the Metric (7.1.10) for Students



Induction Program of Commerce Faculty (B. Com. First Year)




 Principal
 Mahatma Gandhi Arts,
 Science & Late
 N P Commerce College,



Latitude: 20.469977
Longitude: 79.983086
Elevation: 224.06138 m
Accuracy: 1900.0 m
Time: 28-10-2021 12:20
Note: sip

Induction Program of Science Faculty (B. Sc. First Year)

वेगोभती माझं शहर इतरांचे अनुकरण करण्यापेक्षा स्वतःतील प्रतिभाव कौशल्य ओळखा प्राचार्य डॉ. लालसिंग खालसा यांचे प्रसिपादन

विद्यार्थ्यांची प्रेरणादायक...

अभ्यासातून प्रेरणादायक...
प्रतिभाव ओळखणे...
कौशल्ये विकसित करणे...



प्रतिभाव ओळखणे...
कौशल्ये विकसित करणे...
अभ्यासातून प्रेरणादायक...

अभ्यासातून प्रेरणादायक...
प्रतिभाव ओळखणे...
कौशल्ये विकसित करणे...

म. गांधी महाविद्यालयात पटेल जयंती



अभ्यासातून प्रेरणादायक...
प्रतिभाव ओळखणे...
कौशल्ये विकसित करणे...

श्रीकांतनगरात श्री गीतेश्वरपायुत कालीमाता उत्सव

अभ्यासातून प्रेरणादायक...
प्रतिभाव ओळखणे...
कौशल्ये विकसित करणे...

आष्टी - ईल्लू

अभ्यासातून प्रेरणादायक...
प्रतिभाव ओळखणे...
कौशल्ये विकसित करणे...



Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli



Induction Program of Arts Faculty (B. A. First Year)



Principal
 Mahatma Gandhi Arts,
 Science & Late
 N. P. Commerce College,
 Armori, Dist - Gadchiroli

Hitwada - 24/10/21



Dr Lalsingh Khalsa, Principal of Mahatma Gandhi Mahavidyalaya, speaking at the programme as other guests look on.

Student induction programme organised in M G College

■ District Correspondent

GADCHIROLI Oct 29

A STUDENT Induction Programme of Arts faculty was organised at Mahatma Gandhi Mahavidyalaya here the other day.

Dr Lalsingh Khalsa, Principal of the college, presided over the programme while Prof Nomesh Meshram, Head of Arts, Department, Dnyaneshwar Thakre, Director of Sports, Dr Kishor Wasurke, Head of Library department were prominently present.

Speaking on the occasion, Dr Khalsa advised students to consider the difficulties as opportunity and continue their studies to achieve the targeted goal. "Don't keep any sort of inferiority complex and go ahead with hard work. Always keep an ideal of the great

leaders who never bowed down before the difficulties and became successful in their life," he said.

The other dignitaries also expressed their views on the occasion and guided the students on their career and how they should decide on future course of action. The students were given information of the various facilities available in the college for the Arts faculty.

Dr Vijay Rewatkar conducted the programme and Prof Mohanlal Ramteke proposed a vote of thanks to conclude the programme.

Sneha Mohurle, Dilip Ghonmode, Dr Gajendra Kadhao, Gajanan Borkar, Anil Raut, Prof Vaibhav Padole, Vibhawari Nakhate, Bharti Gedam and others from the Arts faculty took pains for the success of the programme.



Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli

**Activities Orgnized Under the Metric (7.1.10) for
Non-Teachings Staff**

MAHATMA GANDHI ARTS SCIENCE & LATE N.P. COMMERCE COLLEGE


ARMORI, DIST, GADACHIROLI

REPORTS OF ONE DAY WORKSHOP ON CLOUD MANGEMENT SYSTEM (CMS)

FOR NON-TEACHING STAFF


Name of activity	REPORTS OF ONE DAY WORKSHOP ON CLOUD MANGEMENT SYSTEM (CMS) FOR NON-TEACHING STAFF
Name of co-ordinator	Prof. Parag S. Meshram
Place of activity organized	M. G. College Armori
No. of participants	
Brief description	The one-day training program conducted on 6 March 2021 at 12.30pm under the chairperson Dr. L. H. Khalsa Principal of our M. G. college Armori. Ashish Borkar trainer from Mastersoft company offered training as well personal handling of different module in the software like academic, payroll, stock management and library management etc. All the faculty were attentively present for the training program on Master software.


(Asst. Prof. P. S. Meshram)


Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli



Notice :



महात्मा गांधी कला, विज्ञान व
स्व. नसरुद्दीनभाई पंजवानी वाणिज्य महाविद्यालय
आरमोरी जि. गडचिरोली ४४२ २०८
नॅक पुनर्मातांकित 'अ' दर्जा (३.०२ CGPA)

प्राचार्य
डॉ. लालसिंग हरबनसिंग खालसा
एम. एम.सी. पीएन. बी.
मो. नं. ९४२२१५३१९७
e-mail : lalsinghkhalsa@yahoo.com

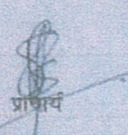
समितीची : २७/३/२०२१
कार्यालय : २६/४/२०२१
फॅक्स : २६/४/२०२१
e-mail : mgcollege.armori@gmail.com

पत्र क्र. _____
दिनांक ४/५/२०२१

सूचना

महाविद्यालयातील सर्व प्राध्यापक वृंद तथा शिक्षकेत्तर कर्मचारी वृंद यांना सुचित करण्यात येते कि, क्लॉउड मॅनेजमेंट सिस्टम (C.M.S.) द्वारे प्राध्यापक वृंद यांच्याकरीता टिचींग लर्नींग, विद्यार्थी हजेरी व नॅक मॉड्युलवर तसेच शिक्षकेत्तर कर्मचारी वृंद यांना ॲक्याडॅमीक, पेरोल, अकाउंट, स्टॉक मॅनेजमेंट, तसेच प्रशास्य विभागाचे मॉड्युल यावर शनिवार, दि. ०६/०३/२०२१ ला सकाळी ११.०० वा. संगणक कक्ष येथे एक दिवसीय कार्यशाळा आयोजित केलेली आहे. तरी सर्वांनी उपस्थित रहाणे अनिवार्य आहे.

प्राध्यापक वृंद — वेळ ११.०० ते १२.३०
शिक्षकेत्तर कर्मचारी वृंद — वेळ १२.३० ते १.३०

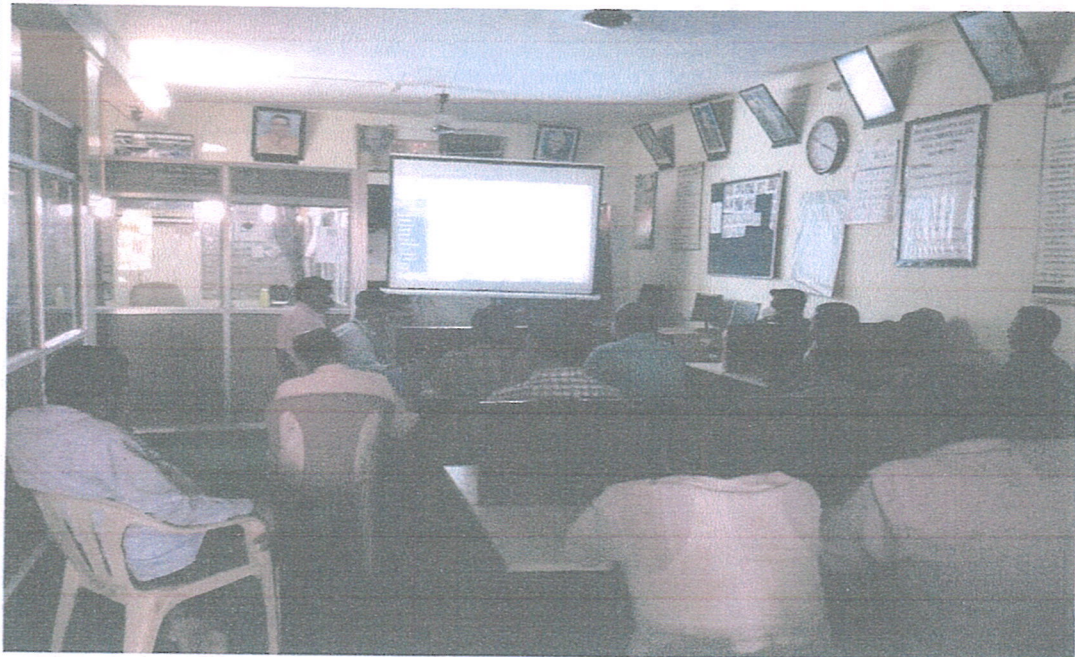

प्राचार्य
महात्मा गांधी कला, विज्ञान व
स्व. नसरुद्दीनभाई पंजवानी वाणिज्य महाविद्यालय
आरमोरी जि. गडचिरोली ४४२ २०८
नॅक पुनर्मातांकित 'अ' दर्जा (३.०२ CGPA)


(Asst. Prof. P. S. Meshram)


Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli



Photograph:



Bmeshram
(Asst. Prof. P. S. Meshram)


Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli



Attendance sheet :

महाविद्यालयातील सर्व शिक्षकेतर
कर्मचाऱ्यांना क्लाउड मॅनेजमेंट सिस्टम (लागू)
या सॉफ्टवेअरशी समरस करणे व त्यांना
ऑफ्फाईसिक, पॅरॉल, अकाउंट, स्टॉक मॅनेजमेंट,
संश्लेष ग्रंथालय विभागाचे मॉड्युल यांची
सविस्तर माहिती प्रदान करण्याकरीता
आज दिनांक 06/03/2021 रोजी कनिश्ठा
महोदयशीय कार्यशाळेचे आयोजन करण्यात
आले. या कार्यशाळेला श्यालील शिक्षकेतर
कर्मचारी हजेर उपस्थित होते.

Meshram

संमेलन अधिकारी

दि. 06/03/2021

स्टाफ ग्रायडिंग्स
अॅन्ड ट्रेनिंग सेल

उपस्थित शिक्षकेतर कर्मचारी हजेर

- | क्र.सं. | नाव | हजेर |
|---------|---------------------------|------|
| 1) | Dr. Lakshmi Vaidya | |
| 2) | Prof. Parag S. Meshram | |
| 3) | Ms. Dhanyajay G. Ningade. | |
| 4) | S. G. Thakare | |
| 5) | M. G. Tayade | |
| 6) | P. L. Dabekar | |
| 7) | H. P. Mayekar | |
| 8) | P. N. Gaurav | |

Meshram
(Asst. Prof. P. S. Meshram)

Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Amravati - Gadchiroli



सका १८ दि. १८/३/२०२१

गांधी महाविद्यालयात डिजिटल प्रशिक्षण

आरमोरी, ता. १७ : स्थानिक महात्मा गांधी कला, विज्ञान व रस, नसकवोनभाई पंजवानी वाणिज्य महाविद्यालय, आरमोरी येथे प्राचार्य डॉ. लालसिंग खालसा यांच्या अध्यक्षतेखाली शिक्षक व शिक्षकेतर कर्मचारी यांना ई-गव्हर्नन्स ई.आर.पी. वी. वी. एकदिवसीय डिजिटल प्रशिक्षण देण्यात आले.

प्राचार्य मंचावर ई-गव्हर्नन्स ई.आर.पी. वी. वी. डिजिटल प्रशिक्षक आशीष बोरकर, स्टाॅप गायडन्स व ट्रेनिंग सेक्टरचे समन्वयक प्रा. पराग मेश्राम उपस्थित होते. महाविद्यालयाचे प्राचार्य डॉ. लालसिंग खालसा यांनी आरमोरी अभ्युपेक्षीय भाषणातून नवीन अॅक्टिव्हिटीक ओपेक्षेनुसार प्रशिक्षण व प्रशासकीय कारभारात झालेले बदल, त्यानुसार



आरमोरी : कार्यक्रमात मार्गदर्शन करताना प्राचार्य डॉ. खालसा.

शैक्षणिक कामकाजात डिजिटल पद्धतीचा ऑनलाइन पद्धतीचा वापर आणि मोदी करण कराव्या, यासाठी शिक्षक आणि शिक्षकेतर कर्मचारी यांना नव्या पद्धतीच्या कार्यप्रणालीची आवश्यकता असल्याचे सांगितले. अशावेळी कर्मचाऱ्यांना कुशल तंत्र सहायकाकडून ई-गव्हर्नन्सची कार्यप्रणाली समजून घेण्याचे आवाहन

केले. आयोजकांचे अभिनेदन करून प्रशिक्षण कार्यक्रमात शुभेच्छा दिल्या. यावेळी कलाउड मॅनेजमेंट प्रशिक्षक आशीष बोरकर यांनी कलाउड मॅनेजमेंटद्वारे डिजिटल, विद्यार्थी हजेरी धरणे, मॉड्युलरवर शिक्षकेतर कर्मचाऱ्यांनी शैक्षणिक परीक्षा, अकाउंट स्टॉक मॅनेजमेंट आदी मोदी डिजिटल पद्धतीने करा कराव्या, याचे सूचन देऊन प्रशिक्षण दिले. याशिवाय प्राध्यापक व शिक्षकेतर कर्मचारी यांच्या प्रश्नांना संपर्क उत्तरे देत कर्मचाऱ्यांना ध्वनिचित्रफितद्वारे प्रशिक्षण दिले. प्रशिक्षण कार्यक्रमाचे संचालन व आभार प्रा. पराग मेश्राम यांनी केले. कार्यक्रमात तंत्रसहाय्य प्रा. अमृतादे, प्रा. सुनील शुटे, प्रा. सतीश कोल, दंडमल यांनी सहकार्य केले.

Bmeshram

(Asst. Prof. P.S. Meshram)

Principal

Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armoir, Dist - Gadchiroli



**International Yoga Day Orgnized for Teaching & Non-Teaching
Staff Under Metric (7.1.10)**



"RIGHT PLACE FOR BRIGHT FUTURE"
MANOHARIBHAI SHIKSHAN PRASARAK MANDAL, ARMORI'S

MAHATMA GANDHI ARTS, SCIENCE &

LATE NASARUDDINBHAI PANJWANI COMMERCE COLLEGE

ARMORI Dist. Gadchiroli (M.S.) 441 208

Affiliated to Gondwana University, Gadchiroli

Re-accredited by NAAC 'A' with 3.02 CGPA

PRINCIPAL

Dr. Lalsingh H. Khalsa

M. Sc., Ph. D.

Mob. 9422153197

E-mail: lalsinghkhalsa@yahoo.com

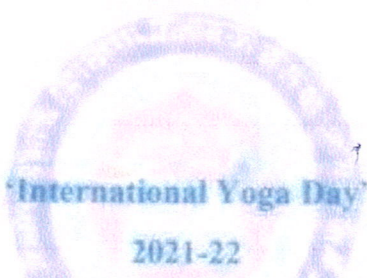
S.T.D.: 07137

Office: 266558/266043

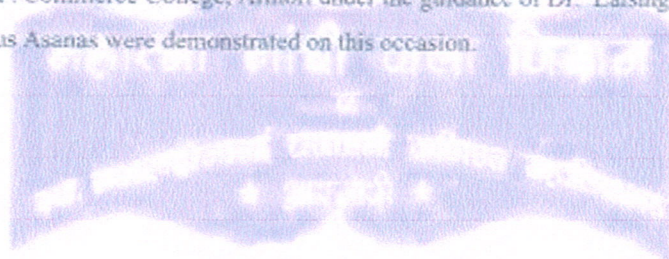
Web: mgcollegearmori.ac.in

E-mail: mgcollegearmori@gmail.com

Translation



The International Yoga Day was jointly organized on 21st June 2021 from 7.00 am to 8.00 am. by the Department of Physical Education and Sports and the National Service Scheme at Mahatma Gandhi Arts, Science and Late N.P. Commerce College, Armori under the guidance of Dr. Lalsingh Khalsa, the principal of the college. Various Asanas were demonstrated on this occasion.





Principal

Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli

महात्मा गांधी कला, विज्ञान व स्व. न. पं. वाणिज्य महाविद्यालय, आरमोरी जि.गडचिरोली

‘आंतरराष्ट्रीय योग दिन’

दि. २१ जून २०२१

कार्यक्रमाचा अहवाल

स्थानिक महात्मा गांधी महाविद्यालय आरमोरी येथे महाविद्यालयाचे प्राचार्य डॉ. लालसिंग खालसा यांच्या मार्गदर्शनाखाली शारीरिक शिक्षण आणि खेळ व क्रीडा विभाग व राष्ट्रीय सेवा योजना यांच्या संयुक्त विद्यमाने दि २१ जून २०२१ ला सकाळी ७.०० ते ८.०० या वेळेत आंतरराष्ट्रीय योग दिवसाचे आयोजन करण्यात आले होते. जगभर कोरोनाचा प्रादुर्भाव लक्षात घेता सोशल डिस्टन्सिंग लक्षात ठेवून फिजीकली व दुरदृश्यप्रणालीद्वारे विविध आसनाचे प्रात्यक्षिक करून महाविद्यालयात योगदिन साजरा करण्यात आला.

योगदिन कार्यक्रमाचे प्रमुख मार्गदर्शक शारीरिक शिक्षण आणि खेळ व क्रीडा विभागाचे संचालक प्रा. डॉ. ज्ञानेश्वर ठाकरे यांनी योगदिनाचे महत्व सांगून योग व व्यायामामुळे शरीरावर काय परिणाम होतो. योग नियमीतपणे केल्यास शारीरिक, मानसिक आणि अध्यात्मिक साधनामुळे शरीर व मनावर मोठ्या प्रमाणावर बदल घडवून येण्यास मदत मिळते, तसेच आजच्या या कोरोना काळात सर्वांनी कमीत कमी ३० मिनीटे योगासन व व्यायाम केलेच पाहिजे असे मौलिक मार्गदर्शन केले.


योगदिन कार्यक्रमात प्राध्यापकवृंदांनी सहभाग घेतला. तर काही प्राध्यापकवृंद व कर्मचारीवृंदांनी घरीच व्हिडीयो पाहून शारीरिक व्यायाम व योगासने केली. शिबीराच्या यशस्वितेसाठी महाविद्यालयातील प्रा. डॉ. ज्ञानेश्वर ठाकरे, प्रा. मोहनलाल रामटेके, प्रा.शशीकांत गेडाम, डॉ.राजेंद्र चव्हाण, डॉ.मनोज ठवरे, डॉ.गजेन्द्र कढव, प्रा. प्रियदर्शन गणविर, प्रा. सिमा नागदेवे, प्रा. सुनंदा कुमरे, प्रा. नोमेश मेश्राम, डॉ. अनिल राउत, प्रा. पराग मेश्राम, डॉ. विजय गोरडे, डॉ. छगन मुंगमोडे, प्रा. हर्षला शेंडे, श्री.बाबुराव शेंडे, श्री. किशोर कुथे, श्री. खुशाल रामटेके, श्री. प्रशांत दडमल, सौ शिला घोडीचोरे आणि सचिन ठाकरे आदि उपस्थित होते.




Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli

आंतरराष्ट्रीय योग दिनानिमित्त महाविद्यालयात योग करताना प्राध्यापक वृंद




Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College.
Armori, Dist - Gadchiroli

बातमी

नवराष्ट्र दि. २५/०६/२०२१

दररोज करावी योगासने: डॉ. ठाकरे

महात्मा गांधी महाविद्यालयात योगदिन



आरमोरी (वा.). योग नियमितपणे केल्यास शारीरिक, मानसिक आणि अध्यात्मिक साधनांमुळे शरीर व मनावर मोठ्या प्रमाणावर बदल घडून येण्यास मदत मिळते. तसेच कोरोना काळात सर्वांनी दररोज कमीत कमीत ३० मिनिटे योगासने करावीत, असे प्रतिपादन शारीरिक शिक्षण व खेळ, क्रीडा विभागाचे संचालक प्रा. डॉ. ज्ञानेश्वर ठाकरे यांनी केले.

स्थानिक महात्मा गांधी महाविद्यालयात प्राचार्य डॉ. लालसिंग खालसा यांच्या मार्गदर्शनाखाली शारीरिक शिक्षण

आणि खेळ व क्रीडा विभाग, राष्ट्रीय सेवा योजना यांच्या संयुक्त विद्यमाने आंतरराष्ट्रीय योग दिनाचे आयोजन करण्यात आले होते. यावेळी प्रमुख मार्गदर्शक म्हणून ते बोलत होते. कार्यक्रमात प्राध्यापकवृंदांनी सहभाग घेतला. यशस्वीतेसाठी प्रा. मोहनलाल रामटेके, प्रा. शशिकांत गेडाम, डॉ. राजेंद्र चव्हाण, डॉ. मनोज ठवरे, डॉ. गर्जेन्द्र कढव, प्रा. प्रियदर्शन गणवीर, प्रा. सीमा नागदेवे, प्रा. सुनंदा कुमरे, प्रा. नोमेश मेश्राम, डॉ. अनिल राऊत, प्रा. पराग मेश्राम, डॉ. विजय गोरडे, डॉ. मुंगमोडे आदी उपस्थित होते.




Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli

HANDBOOK OF CODE OF CONDUCT

Manoharbhai Shikshan Prasarak Mandal's Armori

**MAHATMA GANDHI ARTS, SCIENCE AND LATE N. P.
COMMERCE COLLEGE, ARMORI DISTRICT GADCHIROLI
MAHARASHTRA**

(AFFILIATED TO GONDWANA UNIVERSITY)



HAND BOOK OF CODE OF CONDUCT

**(Code of Conduct, Professional Ethics for the Students, Principal Teaching Staff &
Non-Teaching Staff)**

Prepared by

INTERNAL QUALITY ASSURANCE CELL (I.Q.A.C.)

M. G. ARTS- SCIENCE AND LATE N. P. COMMERCE COLLEGE, ARMORI

INDEX

Sr. No.	Code of Conduct	Page No.
1	Cover page	1
2	Index	2
3	From the Desk of Principal	3-4
4	Vision and Mission	5
5	Code of Conduct for Students	06 - 07
6	Code of Conduct for Ethics in Research	08 - 09
8	Code of Conduct for Staff A. Job Responsibilities of Principal B. Code Of Conduct Vice-Principal C. Job Responsibilities of Head of Department D. Job Responsibilities of Teachers E. Job Responsibilities of Librarian F. Job Responsibilities of Physical Director G. Job Responsibilities of Lab Assistant H. Job Responsibilities of Lab Attendant: I. Job Responsibilities of Clerk J. Job Responsibilities of Peon:	10 - 12
7	Guidelines to Parents / Guardians	13
9	Code Of Conduct for College Development Committee	14 - 15

From the Desk of Principal

Mahatma Gandhi Science, Arts and Late N.P. Commerce College Armori District Gadchiroli (Maharashtra) was established in 1981 under the Manoharbai shikashan prasarak Mandals District Gadchiroli (M.S.) is a profound educational movement offering K.G. To P.G. & Ph.D education since last 41 years to the rural and tribal students of Gadchiroli region. This College located in rural and tribal area of Gadchiroli district. The college is affiliated to Gondwana University, Gadchiroli (Maharashtra). NAAC awarded 'A' status to the college. This is an acknowledgment of the gradual development of the college.

The majority of the students admitted in this College come from the rural, economically backward and agriculture background for whom higher education is still out of reach. Apart from teaching, learning and research activities, the college is always keen to imbibe the co-curricular, social, environmental and cultural values among the students. The management of this institution always strives to create well-trained and socially conscious graduates by providing excellent infrastructure and the environment that promotes learning. It also promotes sports and cultural activities aiming overall personality development of students. The College gives importance in inculcating the certificate courses to enhance their employment potential.

The College is known for its strict discipline and regularity in holding lectures and has been maintaining excellent academic result. According to code of conduct students, faculty and staff struct to the discipline and act as per rules sited in CoC.



Principal
Principal

Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli,

Our Vision

To educate, encourage and empower the girls and boys of this rural & tribal area.

Our Mission

- **To include the excluded**
- **To educate for self-reliance**
- **To promote national integration**
- **To make commitment to community**
- **To create environmental awareness**

Introduction:-

College prepared Code of Conduct to improve overall development of students and teachers by creating effective teaching-learning atmosphere. It promotes the professional behaviour and academic integrity. The reputation of institute depends on the academic performance as well as on behaviour of the students. Our Motto is **“Self Discipline Is The Best Discipline”** The purpose of this code of conduct is to make the Students, Teachers, College Departments/Cells /Committees familiar about the rules and regulations of the College and to progress towards the achievement of the mission and vision of the College.

“DISCIPLINE IS THE FIRST PRIORITY OF OUR LIFE”

All students are expected to observe rules and regulations to enable the smooth working of the college and keep Harmony, Silence and Educational Atmosphere in the College premises.

CODE OF CONDUCT FOR STUDENTS

Rules and regulations for students as per the guideline regarding UGC, the working of the college can help the students better.

Guardians or parents are requested that their wards should follow the rules to maintain the discipline in college.

- Maintain Proper discipline and responsible behaviour inside and outside of college campus.
- As directed by UGC and Hon'ble Supreme Court's order any misconduct on part of students or ragging, teasing, taunting to girl students is strictly prohibited. As per act 2019 (2) If anyone found, will be punishable.
- It is mandatory for Students to attend classes regularly. College dress code and ID card is compulsory when you are entering in the college. During National anthem all students should stay in their classroom.
- It is compulsory to follow all the notices that are circulated time to time.
- Keep cleanliness in college campus. Chewing of Tobacco, Gutkha, Smoking, prohibited strictly.
- Indecent writing on walls of buildings and Toilets is strictly prohibited.
- It is advised not to assemble and do indecent activities in college campus on festival days.
- Do not damage college property like desks, benches, doors and other instruments. Consider college property as your own property.
- It is obligatory to participate in various activities organized by the faculty. Students should attend all programmes in college uniform. As per rules and regulations prescribed by Gondwana University Gadchiroli that the college assessment (CA) is mandatory. So, students must participate in group discussions, students' seminars, project works, unit tests home assignments, study tours, and industrial visits and collaborative works under MoU, PBR. Guest lectures etc.
- 75% attendance is compulsory. In every subject Students below 75% attendance will not be allowed to appear examinations.
- Use of mobile in college campus is prohibited.
- Keep your bicycles, motorcycles properly in parking area.

• 1

CODE OF CONDUCT / PROFESSIONAL ETHICS / GUIDALINES

- Students should read silently in library in empty time. Use e-library for your academic and educational purposes. Don't visit social networking sites i.e. Facebook, twitter, WhatsApp. Searching illegal/ indecent websites is strictly prohibited.
- It is against college rule to organize any programme without Principal's permission.
- Students must behave politely with the teachers and non-teaching staff. If misconduct or indiscipline action is found, serious action will be taken.
- Organizing gatherings, college tour etc. is not bindings upon the college. Indiscipline or misconduct during the activities will result in severe action to be taken by the Head of the Institution.

Note: - It is obligatory to follow all rules.

CODE OF CONDUCT FOR ETHICS IN RESEARCH

Departmental Academic Integrity Panel (DAIP)

Mahatma Gandhi Arts, Science and Late N. P. Commerce College are committed to promote and maintain high standards in academic activities including research. To ensure this, the college is keen to maintain high standards of honesty and accountability in the conduct of research and publication of research work. We have formulated the Code of Ethics to monitor and check malpractices in the research activities of the college. Researchers, faculty and students must observe the rules of the code of conduct otherwise serious action will be taken.

Following are the codes of ethics in research: -

- Manual and technical checking of plagiarism must be voluntarily initiated by the research scholar or faculty itself with both online and offline resources. As per the Gondwana University directions, the appropriate software's are used for scrutinising the research material.
- Faculty members who are serving as reviewers or editors in journals or books must adhere to the code to ensure the credibility of publications, and to maintain standards.
- Research scholars and faculty members should publish their valuable findings in reputed journals listed by UGC
- All the supervisors / guides of Ph. D. & M. Phil. must submit the URKUND software plagiarism certificate of their respective research scholars.
- All the Ph.D. scholars should submit CD of their thesis to the Gondwana University, Gadchiroli.
- All the research students and faculty members who are submitting thesis or dissertation to the University/Institution are required to submit an undertaking stating that the document has been prepared by him/her and it is his/her original work and free from plagiarism.
- The college has research committee which takes care of the issues regarding the plagiarism and recommends thesis/ dissertation to the university.
- Ph.D. pre-submission viva is conducted by respective centre for Higher Learning & Research of the college by inviting subject experts regarding the proper research methodology.
- The college helps the research students to carry out the part of research reviews of literature through the availability of library facility.
- The research scholars/faculty member must adhere to research ethics.

- It is the prime responsibility of an institute or research guide to distinguish between original and plagiarized work.

CODE OF CONDUCT FOR STAFF

This code of conduct (handbooks) for various staff members and professional ethic is as per UGC guidelines. The Job responsibilities are as follows.

A. Job Responsibilities of Principal

- 1) Provide inspirational and motivational value-based academic and executive leadership to the college through policy formation, operational management, organization of human resources and concern for environment and sustainability.
- 2) Conduct himself/herself with transparency, fairness, honesty, highest degree of ethics and decision making that is in the best interest of the college
- 3) Act as a steward of the college assets in managing the resources responsibility, optimally, effectively and efficiently for providing a conducive working and learning environment;
- 4) Encourage to staff for the collaborative, exchange, and consultative work culture in the college.
- 5) Endeavour to promote a work culture and ethics that brings about quality, professionalism, satisfaction and service to the nation and society.
- 6) Participate in extension, co-curricular and extra-curricular activities, including the community service.

B) CODE OF CONDUCT VICE-PRINCIPAL

- 1) Involved in administrative tasks and are responsible for carrying out the principal decisions.
- 2) Resolve conflicts among students, teachers, parents and other stakeholders of college.
- 3) Assist for the preparation of time tables, allocation of class rooms for various departments.
- 4) At regular basis monitoring work of various committees headed by them by arranging and conducting committee meetings.
- 5) In absence of the principal, assume the duties and responsibilities of the principal.

C) Job Responsibilities of Head of Department

- 1) The prime role of the Head of the Department is to provide strong academic leadership.
- 2) The Head of Department is required to lead, manage and develop the department to ensure that it achieves the highest possible standards of excellence in all its activities.
- 3) Maintain the general discipline of the students and staff of the Department.

4) To oversee the smooth functioning of the department and ensuring consistent provision for academic ambience.

5) Responsible for designing the regulations, curriculum, syllabi and workload

D) Job Responsibilities of Teachers

1) Perform their duties in the form of teaching, tutorials, practical's, seminars and research work, conscientiously and with dedication

2) Seek to make professional growth continuous through study and research

3) Express free and frank opinions by participating in professional meetings, seminars, conferences etc., towards the contribution of knowledge

4) Maintain active membership of professional organizations and strive to improve education and profession through them

5) Co-operate and assist in carrying out the functions relating to the educational responsibilities of the college and the university, such as: assisting in appraising applications for central admission process counselling as well as work like university and college level examinations.

E) Job Responsibilities of Librarian

1) Selecting developing, cataloguing, and classifying library resources.

2) Develop, implement, evaluate, and maintain library strategies and policies in consultation with pupils and staff that fully reflect the educational aims and objectives of the College.

3) Guide and assist pupils and teaching staff to make the best use of the library services and facilities within the College.

4) Liaise with Heads of Subject to develop a stock selection policy.

5) Arrange library resources and materials in a way that promotes effective retrieval, including systematic indexing and classification.

F) Job Responsibilities of Physical Director

1) To administrate physical education and promote good health of students to build they fit.

2) To keep a record of sports equipment as well as supervise all the athletic activities.

3) To encourage the students to participate in various sports and also promote team play.

4) To train the assistance about regular activities.

5) To arrange the tournaments, competitions and events.

G) Job Responsibilities of Lab Assistant

- 1) Weekly planning and technical support to each practical batch.
- 2) Guidance for the students to technical handling of various equipment.
- 3) Maintenance of attendance registers of the students attending practical work.
- 4) Maintenance and cleaning of Laboratory, equipment labelling and arranging equipment in proper order.
- 5) Repairing equipment and verify the dead stock.
- 6) Follow the order as per given by Head of department time to time.

H) Job Responsibilities of Lab Attendant:

- 1) Arranging the equipment as per practical schedule
- 2) Cleaning the laboratory and placed equipment properly
- 3) To perform works which are assigned by the head of department and departmental faculty

I) Job Responsibilities of Clerk

- 1) Respond to written and verbal inquiries from students regarding college admission procedures, admission tests and results
- 2) Type and format correspondence such as letters, memos, and reports
- 3) Maintain paper and electronic records such as staff and student information
- 4) Ensure that all staff and student information is kept confidential

I) Job Responsibilities of Peon:

- 1) To perform work and duties which are assigned by higher authorities of the college.
- 2) Cleaning of classroom, office and entire college campus.

Leaves

Staff shall get casual leaves, medical leaves; earned leaves and vacations as per UGC & Maharashtra Government and Gondwana University Rules

GUIDELINES TO PARENTS / GUARDIANS

As per the code of conduct regarding the Parents / Guardians are requested to help college authorities to maintain students' attendance and progress of his/her wards.

Parents / Guardians are requested to attend regular parents meeting conducted by college for the attendance, academic performance of their children.

CODE OF CONDUCT FOR COLLEGE DEVELOPMENT COMMITTEE

**Maharashtra Public University Act, 2016,
(Act No. VI of 2017 Sections 97(1),97(2),97(3),97(4),97(5))**

As per the university act College Development Committee constitutes the following:

- Chairperson of the management or his nominee.
- Secretary of the management or his nominee.
- One Head of department, to be nominated by the principal.
- Three teachers in the college, elected by the full-time amongst themselves out of whom at least one shall be a woman.
- One non-teaching employee, elected by regular non-teaching staff from amongst themselves
- Four local members, nominated by the management in consultation with the Principal, from the fields of education, industry, research and social service of whom at least one shall be an alumnus.
- Coordinator, Internal Quality Assurance Committee of the college.
- President and Secretary of the College Students' Council.
- Head of the institute - Member - Secretary.
- The College Development Committee shall meet at least three times a year.
- The term is five years for the elected and nominated members from the date of election or nomination.
- The College Development Committee shall, prepare plan of overall development regarding academic, administrative and infrastructural growth.
- plan about the overall teaching and prepare academic calendar, recommend new academic courses and also about newly created teaching and administrative post to the management.
- plan about improvement of self-financing courses and suggest newly created self-financing courses.
- Plan for recommendations to the management for strengthening the research culture, collaborative consultancy under the heads of MoU and extension activities.
- make specific recommendations to the management to encourage the use of information and communication technology in the teaching and learning process
- prepare plan for the improvement of teaching and training programmes for the staff teaching and non-teaching.
- Prepare and approved the annual budget and statements to the management
- Formulate proposals of new expenditure not provided for in the annual financial estimates (budget)
- Make recommendations regarding the students' and employees' welfare activities in the college

CODE OF CONDUCT / PROFESSIONAL ETHICS / GUIDALINES

- Frame suitable admissions procedures for different programmes by following the statutory norms.
- Plan major annual events in the college, such as annual day, sports events, cultural events, etc.
- Recommend the administration about appropriate steps to be taken regarding the discipline, safety, and security issues of the college
- The report such as inspection reports, local inquiry reports, report of National Assessment and Accreditation Council, audit report etc for the Consideration and recommendations
- Recommend the distribution of different prizes, medals, and awards to the students.
- Prepare the annual report on the work done by the committee for the year ending on the 30th June and submit the same to the management of such college and the university
- Perform such other duties and exercise such other powers as may be entrusted by the management and the university.

Report on the students attributes facilitated by the Institution


Report on the student attributes facilitated by the institution

To foster all round development of a student, there is a need to strike a balance between syllabi-curriculum, co-curricular and extracurricular activities. Co-curricular activities give the students an opportunity to develop particular skills and exhibit their non-academic abilities. Extracurricular activities offer the students an opportunity to work with others and gain essential life skills.

Members of Study association of respective subjects often serve on various committees for co-curricular and extracurricular activities, to represent the ideas and concerns of their fellow students. Students' council functions with reference to planning programs related to student interests, providing forum for students, hold discussions and helping to build and sustain a successful campus environment.

S.No.	Attribute	Facilitated through
1	Adaptability	Induction Programs for New Comers Induction program like activities are conducted and homely environment are provided for making the students to adapt in the new environment Learn about various discipline and inter-discipline To respond flexibly and adapt skill and knowledge in an unfamiliar situation Dealing with change, multitasking and learning new challenge
2	Knowledge enrichment	Certificate courses conducted by various subjects.
3	Employability	Career counselling and guidance for competitive examinations.
4	Personality Development	Invited talks, association activities.
5	Value addition	Participation in Workshops/Seminars/Conferences.
6	National values and human values	Independent day, Republic Day and commemorative days and NSS activities.
7	Social sensitivity and environmental sustainability	Extension and NSS activities.
8	Gender equality	Women empowerment programme.
9	Team work, spirit/Leadership skill	Sports and cultural competition. Projects, study tour reports
10	Acclimatize new development	Participation in subject related lectures and exhibition.




Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Armori, Dist - Gadchiroli

11	To get value addition	Value added courses (Human rights certificate course), Remedial classes
12	Enhancing educational experience	Guest Lectures, Workshops, Seminar

Through all these activities and other extracurricular activities and by serving in various committees, students improve their leadership, interpersonal skills and self-confidence. This also allows them to link their academic knowledge with practical experience thereby leading to a better understanding of their own abilities and career goals.



Principal
Mahatma Gandhi Arts,
Science & Late
N. P. Commerce College,
Amori, Dist - Gadchiroli

Online awareness programme organised & Principal addressed to students for examination in pandemic period.

4. Annual awareness programmes on Code of Conduct are organized

Online awareness programme organised & Principal Dr. L. H. Khalsa sir addressed to students for examination in pandemic period.

<https://youtu.be/I-7zaiJIT9o>

'Reboost Yourself and Plot Yours foot Steps for future Challenges'
Motivational talk of

principal Dr. L. H. Khalsa sir