



Pune District Education Association's  
**Annasaheb Magar Mahavidyalaya**  
**Hadapsar, Pune- 411028**

Affiliated to Savitribai Phule Pune University, Pune



**Self Study Report: 2024 (4<sup>th</sup> Cycle)**



**Criterion 6- Governance,  
Leadership and Management**

**Key Indicator- 6.3 Faculty Empowerment  
Strategies**

**Metric: 6.3.3(QnM)**

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years



Submitted to  
**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL BENGALURU**



**Annual Report (Activities related to training program are highlighted in Annual report the departments in College Magazine.)**

Sr. No.	Year	Web Link
1.	2022 – 2023	<a href="#">View Document</a>
2.	2021 – 2022	<a href="#">View Document</a>
3.	2020 – 2021	<a href="#">View Document</a>
4.	2019 – 2020	<a href="#">View Document</a>
5.	2018 – 2019	<a href="#">View Document</a>

## **Annual Report of Training Program (2022-23)**

During the academic year 2022-23 Institute organise 4 training programs for teaching faculty and 1 training program for non-teaching staff.

### **Training Programs for Teaching Faculty:**

**1. *Five days training program on designing of CO-Po and its attainment.***

This program is jointly organised by department of Physics and Statistics during 03/10/2022 to 07/10/2022. For this program 5 different speakers gave lectures as well as practice session was conducted every day and 120 teachers were present for this program. Participant will get e-certificate after completion of the training.

**2. *Myelin LMS training workshop for teachers.***

This program is organised by department of zoology on 02/11/2022. For this program Manoj Deshpande and Sameer Kulkarni of Myelin Software Were present as trainer. Total 29 staff members successfully completed this program.

**3. *Drafting Ceremonial Speeches.***

Department of English had organized a training program for the teaching staff on 06/02/2023 in the Commerce Seminar Hall. This program was to equip the staff to compose short ceremonial speeches. Ms. S.H. Walmiki, Head of English department conducted this program. Total 60 teachers were present for this program.

**4. *Moodle LMS training workshop for teachers.***



This program is organised by department of zoology on 24/04/2023. For this program Mr. Datta Mundale Director of BMC were present as trainer. Total 91 staff members successfully completed this program.

### **Training Programs for Non-Teaching Faculty:**

***5. Five days training program for non-teaching staff on Lab safety and disaster management.***

Department of Microbiology organized 5 days training program for non-teaching staff during 05/12/2022 to 09/12/2022. For this program 5 different speakers gave lectures as well as practice session was conducted every day and 54 non-teaching staff were present for this program. Participant will get e-certificate after completion of the training.

**Dr. Joshi R. P.**  
**Coordinator**  
**IQAC Committee**  
Annasaheb Magar Mahavidyalaya,  
Hadapsar, Pune-28.

**PRINCIPAL**  
Annasaheb Magar Mahavidyalaya  
Hadapsar, Pune-411028



## Annual Report of Training Program (2021-22)

During the academic year 2021-22 Institute organise 3 training programs for teaching faculty and 2 training program for non-teaching staff.

### Training Programs for Teaching Faculty:

1. *Three days training program On Hands On Training Workshop on LMS for all teaching Staff.*

Department of zoology and computer science organized 3 days training program for teaching staff during 20/04/2022 to 22/04/2022. The training was conducted by Dr. A. B. Nimbalkar at. Computer Science Department and total 64 staff members attended the program.

2. *One-day State Level Hands On Training workshop on” Educational video creation”*

Department of zoology and computer science organized training program for the teaching staff on 12/03/2022 in the Chhatrapati Shivaji Hall. The training was conducted by Prof. Neeta Lokhande (Comp. Sci. Dept.) and Dr. Sharad V. Giramkar (Zoology Dept.) and total 53 staff members attended the program.

3. *Hands On Training of SPPU LMS for Computer Science Department.*

Department of computer science organized training program for the teaching staff on 10/03/2022. The training was conducted by Dr. A. B. Nimbalkar at. Computer Science Department and total 33 staff members attended the program.

### Training Programs for Non-Teaching Faculty:

4. *Hands On Training of Lab Instruments.*

Department of Electronics organized a one-day training program on “Hands on Training of Lab Instruments” for Non-teaching staff on 09/02/2022. Training was conducted by Prof. khole and Prof. Kambale A.N. 6 Non-teaching staff of senior college attends the program and understand how to use and handle the instruments.

5. *Safety in Biological, Chemical and Physical Science Laboratories.*

This program is organised by department of Microbiology on 28/02/2022 at Research centre in microbiology. All non-teaching staff follow the instructions of safety and total 18 members successfully completed this program.

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## Annual Report of Training Program (2020-21)



During the academic year 2020-21 Institute organise 4 training programs for teaching faculty and 2 training program for non-teaching staff.

### **Training Programs for Teaching Faculty:**

**1. *One-day E-content Development training program for college faculty***

Department of computer science organized training program for the teaching staff on 13/02/2021. Co-ordinator of e-content development department of SPPU Shri. Vinay Shendge and Mr. Rajesh Vartak give the detail information to all staff. Total 84 staff members attended the program.

**2. *Workshop on Financial Literacy.***

Department of Economics organized a one-day workshop on “Financial Literacy” for teaching staff on 24/03/2021. Shri. Pravin Shindkar and Shri. Narendra Kokare of Reserve Bank of India, Mumbai gives different information about the RBI. Total 10 staff members and students attended the program.

**3. *One-day training program on basic of LMS by Dr. Prashant Mulay.***

Department of E-Learning and Computer Science jointly organized LMS to facilitate online learning for students on 08/06/2021. The training will be given in four phases. In the first phase LMS training to LMS admins, second phase training on how to use LMS by professors, how to interact with your subjects and students and how to provide them educational materials, In the third phase training, the professors will learn how to impart online courses to the students, impart online education, record the attendance and examine the students on LMS and in the fourth phase, all the students will be trained to use LMS. A total of 94 professors of the college were trained in the second phase of LMS training.

**4. *Training program on QR code generation and Animation in Power Point.***

Two-days training program on QR Code generation and animation in PowerPoint was conducted during Tuesday 23 March 2021 to Wednesday 24 March 2021 from 10.30 am to 1.30 pm in computer science laboratory. Total 45 staff member were attended the training program.

### **Training Programs for Non-Teaching Faculty:**

**5. *Karyalayin Marathi-Bhashik Kaushlyevikas.***

Department of Marathi organized a one-day workshop on “Karyalayin Marathi-Bhashik Kaushlyevikas” for non-teaching staff on 15/01/2021. Dr. Dhananjay Waghmare, Dr. Nanasaheb Pawar and Prof. Vandana Sonawale guided the non-teaching staff in workshop. Total 21 staff members attended the program.

**6. Karyalayin aur Prayojan mulak Hindi.**

Department of Hindi organized a one-day workshop on “Karyalayin aur Prayojan mukak Hindi” for non-teaching staff on 03/02/2021. Dr. Rajesh Rasal guided the non-teaching staff in workshop. Total 39 staff members attended the program.



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## Annual Report of Training Program (2019-20)

During the academic year 2020-21 Institute organise 2 training programs for teaching faculty and 2 training program for non-teaching staff.

### Training Programs for Teaching Faculty:

#### 1. *Five days training program for teachers on LMS.*

Department of Computer Science & Zoology jointly organized 5 days training program for teachers on LMS during 24/06/2019 to 28/06/2019. For this program 5 different speakers gave lectures as well as practice session was conducted every day and 117 teachers were present for this program. Participant will get e-certificate after completion of the training.

#### 2. *E-content Development.*

Department of Computer Science jointly organized one-day training program for teachers on E-content on 3rd Oct 2019. There was one session at 10.00 am to 04.00 pm. in Computer Lab. This program session was conducted and 23 teachers were present for this program. Participant will get e-certificate after completion of the training.

### Training Programs for Non-Teaching Faculty:

#### 3. *Five days training program for non-teaching staff on ERP.*

Department of BCA & BBA jointly organized 5 days training program for non-teaching staff on ERP during 16/09/2019 to 20/09/2019. Every day there were one sessions (at 10:00pm). For this program 5 different speakers gave lectures as well as practice session was conducted every day and 54 non-teaching staff were present for this program. Participant will get e-certificate after completion of the training.

#### 4. *Stress Management training program*

Department of Chemistry jointly organized 1-day training program for non-teaching staff on Stress Management on 14/12/2019 at 11:00am in Chhatrapati Shivaji hall. This program session was conducted and 24 non-teaching staff were present for this program. Participant will get e-certificate after completion of the training.

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## Annual Report of Training Program (2018-19)

During the academic year 2020-21 Institute organise 5 training programs for teaching faculty and 2 training program for non-teaching staff.

### **Training Programs for Teaching Faculty:**

**1. *Five days training program for teachers to create educational video and preparing and designing of e-content.***

Department of Computer Science organized a five days training program for teachers to create educational video and preparing and designing of E-content from 02/07/2018 to 06/07/2018. This activity conducted by Computer Science department. For this program 5 different speakers gave lectures as well as practice session was conducted every day and 97 teachers were present for this program. Participant will get e-certificate after completion of the training.

**2. *Hands on training section of Lab Instruments.***

Department of Chemistry organized a one-day training program on “Hands on Training section of Lab Instruments” for teachers. This activity conducted by Chemistry department in research centre on 13/07/2018. This session arranged and conducted by Perkin Elmer on IR and UV spectrophotometer. Total 16 teachers were present for this activity.

**3. *E-Content Development.***

Department of Computer Science jointly organized one-day training program for teachers on E-content on 05/09/2018. There was one session at 09.30 am to 05.00 pm. in Computer Lab. The training was conducted by Prof. Mali D. D. (Comp. Sci. Dept.) Total 27 teachers were present for this activity.

**4. *Use of Unicode.***

Department of Marathi organized a one-day workshop on “Use of Unicode” for teaching staff on 15/10/2018. The training was conducted by Prof. Sagar Kamble and Prof. Sasane Pravin. Total 28 teachers were present for this activity.

**5. *Writing skills for Newspaper.***

A lecture of “Writing skills for newspaper” on 27/02/2019 was conducted English department. Mrs. Khandewale W. S. (HOD of English Dept.) delivered a lecture on the skills required for writing in newspaper. Total 24 members attend the lecture.

### **Training Programs for Non-Teaching Faculty:**

**1. *Stress Management training program.***

Department of Chemistry organized a one-day training program on “Stress Management” for Non-teaching staff. This activity conducted by Chemistry department in Shri. Chhatrapati Shivaji Hall on 05/07/2018 at 11.00 am.



All Non-teaching staff of senior college attends the program and understand how to manage the stress. Total 33 Non-teaching staff were present for this activity.

2. ***Five days training program for non-teaching staff to learn Basics of Computer.***

Department of BBA/BCA organized a five days training program for Non-teaching staff “**To learn basics of computer**” from 20/08/2018 to 24/08/2018. This activity conducted by BBA/BCA dept. in Shri. Chhatrapati Shivaji Hall at 10am to 11.30am. For this program 5 different speakers gave lectures and session was conducted every day. Total 63 non-teaching staff were present for this program. Participant will get e-certificate after completion of the training.



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**Self Study Report: 2024 (4<sup>th</sup> Cycle)**

**Summary Report**

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Promotional schemes for staff members in their career advancements has been one of the priorities

before

IQAC. Cell promotes them to participate in FDP and training programmes.

Total **1394** staff members attended the same during the assessment period. The details are as given below:

**6.3.3: Staff members participation in FDP/Training Program**

Sr. No.	Year	No. of staff members participated			Total
		FDP	Training Program		
			Teaching staff	Non-teaching staff	
1	2022-23	12	300	54	366
2	2021-22	24	150	24	198
3	2020-21	16	233	60	309
4	2019-20	13	140	77	230
5	2018-19	3	192	96	291
<b>Grand Total →</b>					<b>1394</b>

*R. Joshi*

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