

GOVINDRAO WANJARI COLLEGE OF ENGINEERING & TECHNOLOGY

148/149, SALAI GODHANI, HUDKESHWAR ROAD, NEAR
CHIKNA VILLAGE, NAGPUR 441202

PHONE: 7823850876/9307464978

NAAC ACCREDITED INSTITUTE

AN ISO 9001-2015 & ISO 14001-2015 CERTIFIED INSTITUTE

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NAAC CYCLE 2

CRITERIA 6: GOVERNANCE, LEADERSHIP & MANAGEMENT

6.2.1 The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative

To reduce enormous use of paper & printing the entire data, sign and seal by the competent authority for all the papers included in this subpoint, we have used Class - 3 Digital Signatures where a Registration Authority i.e Dr. Salim Chavan, Principal, Govindrao Wanjari College of Engineering & Technology authenticate the documents and responses claimed in this pdf file. The data uploaded is sample copy of relevant information asked.



Amar Sewa Mandal's

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President Dr. (Smt) Suhasini Wanjari	Secretary Adv. Abhijit G. Wanjari	Treasurer Dr. Smeeta Wanjari	Principal Dr. Salim Chavan
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6.2.1 The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc.

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President
Dr. (Smt) Suhasini Wanjari

Secretary
Adv. Abhijit G. Wanjari

Treasurer
Dr. Smeeta Wanjari

Principal
Dr. Salim Chavan



**Govindrao Wanjari College of Engineering &
Technology, Nagpur**

**A HANDBOOK
OF
CODE OF CONDUCT**



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CODE OF CONDUCT FOR THE COLLEGE GOVERNING BODY

1. The Governing Body of the college is supposed to look after the smooth working of the college and should take care of the rules and regulations of the Central Govt. /UGC/State Govt. and affiliating University.
2. The Governing Body is supposed to look after the academic and physical growth of the college and provide necessary support for the same.
3. The Governing Body will not interfere in the day-to-day administration of the college and it has at large the responsibility of smooth conduct of the college.
4. The Governing Body should be aware of the changes taking place in academic and other developments in the field of higher education and should share in the meeting while arriving at the decision of college development.
5. The Governing Body should be helpful and supportive for all the activities in the college and also think progressively. It should have proper commitment for the development of the college and should bear very high moral character.





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Dr. Smeeta Wanjari

Principal
Dr. Salim Chavan

CODE OF CONDUCT FOR THE PRINCIPAL OF THE COLLEGE

1. The principal is full time academic and administrative officer of the college and will act as drawing and disbursing authority.
2. The Principal shall be the administrative authority in academic as well as in all disciplinary matters. His decision shall be final and binding for all.
3. The Principal as an academic head should think innovatively for overall development of students in the college.
4. He/she should encourage and support research activities through the faculty and P.G. Students.
5. The principal should take regular meetings with the HODs for smooth conduction of academic work.
6. The principal should follow the various rules, regulations and norms of various regulatory authorities like AICTE, DTE and University.
7. The principal should prepare yearly plan, administrative and financial management in consultation with governing council for sanction and execute it with commitment.
8. The principal is supposed to plan & execute sports, extra-curricular and cultural activities for overall development of the students.
9. The principal has to manage and control faculty and staff on the campus and make optimum utilization of the available Infrastructure.
10. The principal should be punctual and cooperative to all his colleagues and seniors.
11. The principal should motivate the staff for overall research development and towards extension activities.
12. The principal should motivate the faculties for collaborative projects with industry, consultancy and funded projects from various funding agencies of central/state government and public sector.
13. The principal should march the institute in line with the short term & long term goals in order to achieve the vision.





CODE OF CONDUCT FOR TEACHERS

1. Teachers should exercise leadership in their role as supervisors by acting as positive role models, acknowledging the work of staff and encouraging initiatives, responsiveness and leadership amongst staff.
2. Teacher should treat colleagues as professional equals, regardless of their status. Also treat colleagues with courtesy at all times.
3. Teachers should have high standard in teaching and learning by engaging students in learning.
4. Teacher should help students to develop a sense of responsibility, self reliance and independence so as to be competent in all aspect.
5. Teachers should implement advance teaching learning methodologies to meet the educational goals.
6. Teachers are accountable for encouraging students to strive for high standards and to value learning.
7. Teachers should have fairness in their duties and integrity in their work.
8. Alternate teaching arrangements need to be made while applying for any leave in discussion with the Head of the Department and approval of the Principal.
9. The teacher must wear the I-Card and follow the dress code.
10. Teachers should honestly contribute toward the overall development of the college.
11. Teachers should upgrade in research activities, participate in FDP, STTP and Conferences.
12. Teachers are expected to use ICT, online course materials, MOOCS & SWAYAM.
13. Teachers are expected to register and obtain at least one online course (NPTEL or MOOCS) certification and encourage the students accordingly.





CODE OF CONDUCT FOR STUDENTS

1. The students must treat all members of the college community with respect and courtesy.
2. The student must be ambassadors for the college in the local area: be courteous and polite to members of the local community.
3. The students should keep the identity card with them regularly and should wear the dress code. Whenever asked student should show the identity cards to the authorities.
4. Every student must have a minimum attendance of 75%.
5. Attendance at all lectures/ practical/tutorials/tests/assignments/examination is compulsory for all subjects. A student, who is not regular in attendance or fails to carry out his/her work to the satisfaction of the Principal, is liable to cancellation of his/ her terms.
6. The student who remains absent for the Sessional examination due to his/ her illness will be required to submit the medical certificate, along with the application endorsed by parents.
7. The student willing to leave the college during working hours should have proper permission from class incharge/head of department/principal.
8. It is necessary for the students to be present at the time of admission in college and filling up of any examination form.
9. Ragging is strictly prohibited in the college premises and outside. Students indulging in ragging will be punished as per "UGC regulation on curbing the menace of ragging in higher education institutions, 2009, published in the Gazette of India dated 4th July, 2009.
10. Strict action will be taken against the students those who are under the influence of smoking, chewing tobacco and consumption of alcohol in any form.
11. Copying in any examination, keeping notebook pages, directly or indirectly possessing the wrong way, exchanging answer sheets or supplementary answer sheets, allowing proxy writer will be treated as an offence and necessary action will be taken on the student.
12. Respect the facilities, books and resources provided to assist you in your studies.
13. The rules set by the College Principal needs to be followed time to time.





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2)HR Policy



**GOVINDRAO WANJARI COLLEGE OF
ENGINEERING AND TECHNOLOGY,
NAGPUR**

Human Resource Policy Handbook





2.5 INCENTIVES AND REWARDS

2.5.1 Staff Members are eligible for the following incentives and rewards, based on their performance, contribution and years of service at the Institution. Point inapplicable to staff members with minimum 1 year of service at the Institution.

- For producing 100% results in a theory paper: Rs 1000/- Cash Award.
- Department-wise, Yearly, BEST TEACHER AWARD: Rs 2000/- Cash Award.
- Professional Society Life Membership Fee -100% paid by the Management for Faculties with minimum two years of service at the Institution (Maximum On Professional Society per Staff Member).
- Summer/Winter Schools/Seminars/Conferences - 50% TA, 50% Fees and On Duty for faculties with less than 3 years experience. 100% TA, 100% Fees Payables for faculties with more than 3 Years experience at the Institution (1 program/Year)

2.5.2 Support Staff Members are provided with free computing skills programs. In addition, they can avail fees and on-duties towards higher education against service agreements.

3. LEAVE

3.1 CASUAL LEAVE

3.1.1. All employees are entitled to 15 days of CL, or part thereof, in a calendar year depending on the date of joining. CLs are to be used at the discretion of the employee, subject to the approval of the Head of the Department. Unused CLs do not get carried over to the subsequent calendar year under any circumstances. CLs entitled to employee for the year can be availed proportionately in the same calendar year.

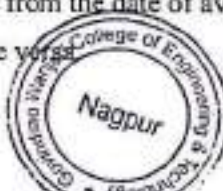
3.1.2. Not more than 3 CLs can be availed in continuation. The Holidays or Weekend days that are sandwiched in the CL duration are counted as CLs. CL can be taken for half day also.

3.1.3. Casual Leave must not be Pre-fixed or suffixed to vacation or any other type of Leave, except DL.

3.1.4. It is necessary to get prior sanction of CL by reporting to the authority .

3.1.5. In case of emergency, telephonic intimation is acceptable to reporting authority and not through the subordinate. All CL forms must necessarily be sanctioned by the concerned Heads of the Department and further submitted to Administration office Department. CL of Head of the Department is sanctioned by the Principal / Director. The application of CL if not submitted before, it is to be submitted within four days from the date of availing the CL.

3.1.6. CL cannot be equated with ML or vice versa





3.2 COMPENSATORY LEAVE

3.2.1. In general, prior approval of Principal should be obtained by the HOD, for carrying out works on compensatory leave basis to the staff. However, compensatory leave towards unscheduled hours of works due to urgency, entrusted to a staff on special occasions by the HOD, will be granted on specific reason and recommendations of the HOD in writing within three days from the date / period of carrying out such work.

3.2.2. Later on compensatory leave can be availed only after applying to the Principal and getting it sanctioned in advance. The record of such compensatory leave will be maintained in the office. The compensatory leave should be availed within two months after the actual date of working. Compensatory leave cannot be attached to casual leave.

3.2.3. Compensatory leave will not be granted to any staff in case of special classes, educational tours, university practical examinations, ISO, Accreditation, Inspection of AICTE/University, other bodies, emergency works and special working on Saturday etc.

3.3 ON DUTY

3.3.1. On Duty Permission will be granted only with the prior approval in writing from the Head of the Department and an approval by the Principal. The staff must also sign in the register maintained for availing On Duty.

3.3.2. The Teaching staff members will be allowed a maximum of 15 working days in an academic year as ON DUTY for the purpose of attending board meetings/Central valuation/ External Examiner for practical examinations connected with university/AICTE during the college working days. Staff should produce evidence from the Competent authority for having done the intended duty. Otherwise such absence will be treated as leave.

3.3.3. All other ON Duty leaves, if any, pertaining to the college should be specially allotted by the HOD or Principal and permission obtained in advance from the Principal.

3.4 VACATION LEAVE

3.4.1. Only UGC selected teaching Staff members (Professors, Associate Professors and Assistant Professors) are eligible to avail vacation leave.

3.4.2. Vacation can be availed only during the vacation period. The vacation period will be declared by the Principal. Generally the semester and vacation period as follows:





- (i) Odd Semester – June to October succeeding Winter Vacation –November to December.
(ii) Even Semester – November to April succeeding Summer Vacation –May to June.
For both Odd and Even semesters the Vacation Period starts from the date of commencement of University Theory Examinations and ends on the date to be announced then and there.
- 3.4.3. Every UGC selected teaching staff member who has fully served for two semesters in academic year is eligible to avail sixty(60) days of vacation leave during the academic year.
- 3.4.4. Vacation Leave may be availed in two spells in each vacation with a minimum of 15 days.
- 3.4.5. CL, EL, CCL, DL etc. cannot be combined with Vacation Leave.
- 3.4.6. Vacation Leave should be applied well in advance and sanctioned before availing the same.

3.4.7. Vacation Leave may be curtailed or refused depending upon the exigencies of work.

Guidelines & Rules for recommendation of vacation

- Prefixed / sandwiched/ suffixed Saturdays, Sundays and holidays are counted as a part of the vacation/ holidays.
- Vacation / holidays may be taken in two slots. Only on the recommendations of the Principal shall exceptions be allowed.
- All remunerative duties like supervisory duties/ examination duties/ central assessment duties shall, as far as possible, fall within the vacation/ holidays. Such duties being mandatory, the employee and the Head of the Department must take utmost care while recommending the vacation/ holiday period.
- Vacation / holidays can be recommended by the Head of the Department only and sanctioned by the Principal if all the departmental work, University work, other duties are completed. All the records and documents should be handed over by the concerned employee to the Head of the Department before proceeding on vacation/ holidays.
- Staff availing vacation must be present on the first and last day of each term, unless otherwise sanctioned by the Head of the Institution.
- All the employees proceeding on vacation/holidays must give all necessary details in the vacation/ holiday format available with respective Head of the Department.
- Head of the Department shall ensure that the regular functioning of the department is not hampered and that no work is held up merely due to the non-availability of an employee by way of his/ her availing vacation/ holidays.





3.5 EARNED LEAVE [EL]

If any staff is detained for completing a specific task assigned by his / her superior and is unable to avail the vacation / holiday period, that he / she is otherwise eligible for, adequate compensation, shall be given in the form of EL. The duration of EL is half number of days that he / she have been detained for the specific task in the vacation / holiday period. Employees should avail such EL during non-active period of the semester.

3.6 CONVERTING VACATION LEAVE INTO EARNED LEAVE

3.6.1. Teaching staff can carry only 50% of their vacation leave at the rate of one day EL for two days of vacation leave to the next academic year as Earned Leave.

3.6.2. Earned Leave should be applied in advance and got sanctioned, before being availed.

3.6.3. CL, CCL, DL or other leave cannot be combined with Earned Leave under any circumstances.

3.7 EARNED LEAVE FOR NON TEACHING STAFF

Every non teaching staff of the college is eligible for the Earned Leave as per the following rules:

(i) During the probation period, Earned Leave will accrue at the rate of 15 days a year. (1 ¼ day per month). On completion of the probation period, the rate will be 30 days a year. (2 ½ days per month).

(ii) Earned Leave should be availed in advance and get sanctioned, before being availed.

(iii) Earned Leave may be refused or curtailed depending on the exigencies of work.

(iv) Non teaching staff can carry to their credit only 20 % of the earned leave to the extend to the next academic year.

3.8 MATERNITY LEAVE

The leave can be granted to UGC selected lady staff subject to the following conditions:

(i) Should have completed the minimum of three years of satisfactory service.

(ii) The maternity leave is limited to a maximum of 3 months only.

(iii) Should give an undertaking that they will work for two years after rejoining the duty and forego the vacation to the extend of 0 days (at 30 days per year) in the succeed in summer vacation.

(iv) Non Teaching female staff are eligible to avail 30 days only subject to the above conditions.





President
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Secretary
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3.9 MEDICAL LEAVE

3.9.1. All employees are entitled to 10 days of full pay ML, or part thereof, in a calendar year depending on the date of joining. An oral (unexceptional cases) or written request will be required for availing ML due to illness or injury.

3.9.2. Request for extension of ML will be considered by the Head of the Department /Principal/Management. An employee returning from ML will be required to submit a physician's certificate and a fitness certificate.

3.9.3. For one to three days Medical Leave there is no need to produce Medical Certificate. For more than three days leaves there is need to submit the Medical Certificate authorized by an MBBS doctor.

3.9.4. Scheduled Absences: Planned absences and other excused absences with or without pay must be requested and approved in advance. Medical appointments and scheduled surgery must also be approved by the Head of the Department Management.

3.9.5. Unscheduled Absences: Unplanned absences can be very detrimental to work place efficiency. In case of sudden illness or other unexpected circumstances, an employee should notify or arrange to notify his / her superior immediately. If this is not possible, a family member is expected to alert the Head of the Department as soon as possible to explain the situation and indicate the expected date and time of return.

3.9.6. Unused MLs will be carried forward into the subsequent year[s].




Member Secretary
Governing Body
Govindrao Wanjari College
of Engineering & Technology
Salai Godhani, Hudkeshwar Road
Nagpur-441204

Dr. Salim A. Chavan

Principal

Date of Joining :- 05/03/2019

सेवा पुस्तक

राजपत्रित व अराजपत्रित शासकीय कर्मचार्यांकरीता

[शासकीय अधिसूचना, वित्त विभाग, क्र. २७०६-सी, दिनांक १२ नोव्हेंबर १९३५ (मध्ये प्रस्थापित), महाराष्ट्र नागरी सेवा (रजा) नियम, १९८१ च्या अधीन]

(मूळ पुस्तक केवळ शासकीय वापरासाठी आहे)

[किंमत रु. २७=००]

(१) पूर्ण नाव =

Dr. Salim Allawadhi Chavan
Muslim (Tel) OBC

(२) गर्भ, यात (पुनर्वासित)

Flat No. 301, Plot No. 15,

(३) (अ) संपत्तीचा पत्ता = Shivanand Apartment, State
(ब) घोषित केलेले स्वाम्य व पत्ता = Bank Colony Ujwal Nagar,
Shivanand Nagar - 440025
Dr. Allawadhi Chavan

(४) वसिलीचे नाव व राहणघराचे स्थान - Plot No. 46, Sachana Society,
Pavani - 445001

07/04/1967

(५) जन्मदिनांक, मक्की करून तो दिली संपत्तीमार्फत
लिहिल्या येईल तेव्हा अचूक लिहिले. Seventy one April N.H.
Eighty seven.

(६) तैल्लोत जेन्नी - 5-11"

Mole on Neck

(७) ओळखण्यासाठी अंगवस्त्रातील छुणा -

M.E. P.H.D

(८) (अ) नियुक्तीच्या वेळची वैद्यकीय अर्हता -
(ब) नियुक्तीनंतर प्राप्त केलेली वैद्यकीय अर्हता -

(९) धारणीय कर्मचाऱ्याची दिनांकित सती -

(१०) क्रमांक १ ते ९ मधील नोंदी तपासल्यानंतर कार्यालय
प्रमुखाची अथवा इतर कोणत्याही सार्वजनिक अधिकार्याची
दिनांकित सती व पदनाम.

SECRETARY
AMAR SEWA MANDAL
LAKKARDANA CHOWK NAGPUR-9

(११) वैद्यकीय तपासणीचा अहवाल :-
(एक) प्रमाणपत्र क्रमांक व दिनांक :-
(दोन) प्रमाणपत्र देणारा अधिकारी व त्याचे पदनाम :-

टीप :- या पृष्ठवरील नोंदी निदान प्रत्येक पाच वर्षांनंतर नव्याने करण्यात याव्यात किंवा त्या पुन्हा तात्कापिना करण्यात याव्यात.

जो अराजकशित शासनार्थी कार्यकारी इंग्रजीत, हिंदीत किंवा मराठीत आपली सही करण्याइतपत साक्षर नसेल अशा कार्यकाऱ्याच्या अंगठ्याचे व नोंटांचे ठसे घ्यावेत.



टीप :- निवृत्तिवेतनावाबत होणारां बास टाळण्यासाठी पुढील परिस्थितीसंबंधात सेवा पुस्तकात पुढील प्रश्नांची स्पष्ट उत्तरे दिलेली आहेत, याची विशेष काळजी घ्यावी.

SECRETARY
AMAR SEWA
SAXKARDARA CHOWK, PUNE-4
प्रश्न

परिस्थिती

(१) कायम कनिष्ठ कर्मचाऱ्याची वरिष्ठ श्रेणीत जेव्हा स्थानापन्न म्हणून काम करण्यासाठी नियुक्ती करण्यात आली असेल.

रिक्त पदाचे स्वरूप कोणते? हे पूर्ण रिक्त पद आहे की दुसरा एखादा अधिकारी त्याच पदावरील नेमणुकीचा तोच कालावधी निवृत्तिवेतनासाठी हिशोबात घेत आहे?

सेवेचा प्रारंभ जेव्हा पुढीलप्रमाणे होत असेल :-

- | | | |
|--|-----|---|
| (२) "स्थानापन्न" | ... | वरीलप्रमाणे |
| (३) "परिवीक्षाधीन" | ... | ही विशेषरित्या नेमून दिलेली परिवीक्षाधीन नेमणूक आहे की, केवळ (२) खालील प्रकरण आहे? |
| (४) तात्पुरत्या नेमणुकीत स्थानापन्न | ... | तात्पुरती नेमणूक नंतर कायम करण्यात आली काय? |
| (५) निलंबित केल्यानंतर पुन्हा सेवेत घेऊन | ... | निलंबनाचा कालावधी रजा व निवृत्तिवेतन यासाठी हिशोबात घेण्याचे आदेश देण्यात आले आहेत काय? |

कार्यालय प्रमुखाचे किंवा इतर साक्षात्कार अधिकाऱ्याने दिलेले प्रमाणपत्र

प्रमाणित करण्यात येते की, सेवा पुस्तकाच्या पहिल्या पृष्ठावरील सर्व नोंदी मी रीतसर पुनःसाक्षात्कृत केलेल्या आहेत आणि
* चा अपवाद करता त्या बरोबर असल्याचे आढळून आले.



दिनांक 19/08/2019 २०

कार्यालय प्रमुखाची सही
SECRETARY

AMAR SEWA MANDAL
AKKARDARA CHOWK NAGPUR-३

* अपवाद नसेल तेव्हा हे खोडून टाकावेत.

कार्यालय प्रमुखाचे किंवा इतर साक्षात्कार अधिकाऱ्याने दिलेले प्रमाणपत्र

प्रमाणित करण्यात येते की, सेवा पुस्तकाच्या पहिल्या पृष्ठावरील सर्व नोंदी मी रीतसर पुनःसाक्षात्कृत केलेल्या आहेत आणि
* चा अपवाद करता त्या बरोबर असल्याचे आढळून आले.

दिनांक २०

कार्यालय प्रमुखाची सही

* अपवाद नसेल तेव्हा हे खोडून टाकावेत.

कार्यालय प्रमुखाचे किंवा इतर साक्षात्कार अधिकाऱ्याने दिलेले प्रमाणपत्र

प्रमाणित करण्यात येते की, सेवा पुस्तकाच्या पहिल्या पृष्ठावरील सर्व नोंदी मी रीतसर पुनःसाक्षात्कृत केलेल्या आहेत आणि
* चा अपवाद करता त्या बरोबर असल्याचे आढळून आले.

दिनांक २०

कार्यालय प्रमुखाची सही

* अपवाद नसेल तेव्हा हे खोडून टाकावेत.

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दिनांक २०

कार्यालय प्रमुखाची सही

* अपवाद नसेल तेव्हा हे खोडून टाकावेत.

विपुली वारण : कालावधि	विपुली वारण वर्ग वी कालावधि वी ही वारण वी ही वारण वी	विपुली वारण वी (1) वारण विपुली वी - (2) वी वारण वी वारण वारण विपुली वी वी व वी वी वी वी वी व वी वी	वारण विपुली- व वी वी व वी	वारण वी विपुली- व वी व वी वी	'व वी' व वी वी व वी वी व वी वी	विपुली व वी वी	वारण वी व वी वी
Principal	Regular	27/12/2019	37400-67000 (A.P. 10000)	Dr. Sanjiv Chavan is appointed as Full-Time Principal in the scale of Rs. 37400-67000 (A.P. 10000) as per appointment order No. GWCET/1013, dated 27/12/2019.	He joined his duty on 27/12/2019 at 11.00 a.m.		
Principal	Regular	2/1/2020		Hon'ble Vice-Chancellor approved the appointment of a Principal as per letter No. MVU/27-20/Solima/NAP/3803, dated 2/1/2020 through P.T.M. Nagpur University, Nagpur.			
Principal	Regular	1.1.2020	37400-67000 (A.P. 10000)	Service Continue			

[illegible]

**2) RECRUITMENT POLICIES**

Amar Sewa Mandal's
GOVINDRAO WANJARI COLLEGE OF ENGINEERING & TECHNOLOGY
148/149, Salai Godhani, Near Chikna Village, Hudkeshwar Road, Nagpur – 441204
Ph - 7823850876 / 9307464978

NAAC ACCREDITED

AN ISO 9001-2015 & ISO 14001-2015 CERTIFIED INSTITUTE

Email – gwcet@rediffmail.com Website: www.gwcet.ac.in

President	Secretary	Treasurer	Principal
Dr. (Smt) Suhasini Wanjari	Adv. Abhijit G. Wanjari	Dr. Smeeta Wanjari	Dr. Salim Chavan

**Recruitment Policy**

- 1) Every year the vacant post for faculty and supporting staffs are created.
- 2) The approval for filling this post is taken in the College Development Committee and governing body of the Institute.
- 3) The advertisement is published in the various leading newspapers in English and Regional language.
- 4) For the post to be filled through UGC Committee the approval for the roster is sought from the BC cell of affiliating University.
- 5) The university approves the draft of advertisement which is then published in newspaper.
- 6) The university nominates selection committee which conduct the interview and recommend the candidate for various post advertised
- 7) Then the proposal for UGC Approval is send to the university.
- 8) The supporting staffs are selected by the Interview Committee consisting of Principal, HOD and office superintendent.




PRINCIPAL
Govindrao Wanjari College
of Engineering & Technology
Salai Godhani, Hudkeshwar Rd.
Nagpur-441204

शिक्षकाचे वि.



(पान १ वरून) मंगेश शेड्डी
यांनी दिसेल त्या माहितीनुसार
उपहारगृह व्यावसायिकांना
आतापर्यंत तब्बल १२२२५०००
हजारपेच्या मालावर
भटकविताना आहे, यार आणि

अगर आपके, अगर जीएसटी भरना लगता तो, तबमुझे खातपदार्थ तयार करणायामें खर्च बढ़तो. चापूची उपाहारमृदाहील खातपदार्थना अगर आपके जीएसटी होता, तब घेले कर भरतावा मिलत होता. अगर उपाहारमृदाहील खातपदार्थपर पांच आपके जीएसटी आकारला जात असल्यामुळे कोणताही कर भरतावा मिलणार नाही. त्याशिवाय बंधनेक

उपग्रहमूढ भाटव्याच्या जागेत असतात. या भाटवावर अठरा टक्के जीएसटी भरता लागतो. मात्र, या सर्व प्रकारच्या जीएसटीचा कोणताही कर परतवा मिळत नाही. याचा परिणाम म्हणून खाद्यपदार्थांच्या दरात वाढ करून हा सर्व जीएसटी अंतिमतः भाटकांकडूनच वसूल केला जातो. त्यामुळे खाद्यपदार्थांची दरवाढ अटळ आहे.

लोकसत्ता प्रतिनिधी

नामपूर : एका नामांकित शाळेतील शिक्षकाने सहाव्या वर्गात शिक्षणाच्या विद्यार्थिनींशी अश्लील चाले करीत



वसंतशिव नाईक
वस्थापन प्रशिक्षण
छात्रमण्डल

ई-निविद¹¹

बनामती, नागपूर संस्थेच्या Pro Hostel (G+5) for Vasantao Management Training Institute (5 Week) ही निविदा दिनांक २१ जुलै २००० वाजपेयन्त <https://mahal> उपलब्ध आहे.

वसन्तर।

व्यवस्था ५।

दिनांक : २१/०७/२०२२ व्ही.अ.

EXPRESS Careers

लोकसत्ता, 29 जुलै 2022

[illegible]

Govindrao Wanjari College of Engineering & Technology
148-149, Salai - Godhani, Near Chikana Village, Hudkeshwar Road,
Nagpur. 441204, Contact No. 727638553 / 554 / 555
(NAAC Accredited)
Approved by AICTE, Affiliated to RTM Nagpur University, Nagpur
Website : www.gwecol.ac.in, E-mail : gwecol@rediffmail.com

APPOINTMENTS									
S.N.	Subject	Designation	No. of Post	Name of Post					
				Open	SC	ST	V(A)	SR	SR
1	M.B.A.	Associate Professor	1 Post	01	—	—	—	—	—
		Assistant Professor	3 Post	01	—	01	01	—	—

- Qualification, experience & pay scale as per AICTE/DTE/R.T.M, Nagpur University, Nagpur Norms.
- Applications are invited for the full time Non-Granted vacant posts in Principal, Govindrao Wanjari College of Engineering & Technology, 148+149, Szalaj-Godhani, Near Chikana Village, Hudkeshwar Road, Tehsil Dist. Nagpur- 441204 alongwith attested photocopies of relevant certificates / testimonials and two recent colour photographs.
- The last date for submission of application is 01/06/2022
 (दिनांक - दिनांक ०१ जून, २०२२ पर्यंत आवेदन प्रमाणित फोटोकॉपी के साथ और दो रंगीन तस्वीरें भिजाना होंगी।)

Dr. Selim A. Chavan
Principal, GWCET, Nagpur

Adv. Abhijit G. Wanjari
Secretary, Amar Sewa Mandal, Nagpur

EMPLOYMENT NOTICE

Engineering & Technology are invited for the the following full time Non-
ai Gochani, Hudkeshwar Road,
Nagpur-441204

Notwithstanding to inform their secured assets upon the payment of the complete outstanding dues as indicated below before the publication of this notice, which thereafter shall cease to exist.

Loan A/c No. / 19001060118970/022	Date and Amount of Demand Notice Issued (Rs. 132)	Description of Movable Property
By Anthe Bhosale (Borrower), Shamashyan Nandkarn Kadam (Co-Borrower) Pafavi Ghansham Kadam (Co-Borrower)	15-Jun-22 ₹ 9,87,323/- Rs. Nine Lakh Eighty Seven Thousand Three Hundred Twenty Three Only as on 15-Jun-22	Property Situated At Municipal Corporation Plot No 75 Western Part House No 684 Mz Sewagram Mz No 439 5a No 5D Sewagram Wardha Maharashtra Admeasuring 750 Sqyds

Date : 26/07/2022

Place : Nagpur

Authorized Officer A/J Small Finance Bank Limited

SHANKAR LANGRAO INGALE, Mr.
AMAR SHANKAR INGALE, Mr.
BEHAGI SHANKAR INGALE
P/C No. JLNAMAD0015-20015152

Place : Nagpur

Date: 21-07-2022

EXPRESS Career

N.M. Pujlia Trust
Renaissance Institute of Management Studies, Chandrapur
&
Rajmal Pujlia Institute of Management & Technology, Chandrapur
[Empowering Ambitions...]
(Affiliated to University of Gondwana, Chandrapur, Approved by AICTE & Recognized by Govt. of Maharashtra)

MIDC Road, Datala Square, Chandrapur -442406
Ph. 8007022222, 9518938914, 9689114296 Web: www.rims.org.in

WALK-IN INTERVIEW

Colleges	Post	CHB	Vacant Post
Renaissance Institute of Management Studies	Assistant Professor	MBA	6
Rajmal Pujlia Institute of Management & Technology	Assistant Professor	BBA	4

Qualification:

- For the post of Asst. Professor, MBA it is a must to have at least 60% of the marks or its equivalent at PG (MBA) level. Teaching experience will be given additional weightage.
- For the post of Asst. Professor, BBA it is a must to have at least 55% of the marks or its equivalent at PG (MBA) level. Teaching experience will be given additional weightage.

Notes:

- Separate applications should be made for each post.
- Interested candidates should bring their applications along with CV and two passport size photographs, photocopies of all certificates of qualifications and experience at the time of interview.
- Venue of Interview-Renaissance College Campus, Datala, Chandrapur
- Date & Time of Interview - 26/07/2022, 11.30 a.m. onwards

Secretary
N.M. Pujlia Trust
Gandhi Chowk, Chandrapur

Contact No.: +91-9422136109

DHANANJAYRAO GADGIL INSTITUTE OF CO-OPERATIVE MANAGEMENT, NAGPUR
(An Institution of National Council For Co-operative Training, New Delhi)
(An Autonomous Society Promoted by Ministry of Cooperation, Govt. of India)
Ph: 2715010, E-mail: dgcm_nagpur@yahoo.com Website: www.dgcmnagpur.in

WANTED

Applications are invited for 02 Posts of Lecturers and 01 Post of Library Information Assistant on Contract basis for 11 Months.

CO-OPERATIVE TRAINING PROGRAMMES DIVISION:
02 Posts of Lecturers on Contractual Basis for 11 Months Period

1 (One) Lecturer required to teach IT & Computer subject.
Qualification: M.Tech. in Computer / M.Sc. Computer Science / MCA

1 (One) Lecturer required to teach in Cooperative Management subject.
Qualification: MA in Economics / MA in Cooperation / MBA / M.Com / MA in Rural Development / B.Com in Operations / Master of Law / M.Sc. Agriculture / Economics / Knowledge in Computer Operations.

Experience for Contractual Lecturer Posts: Officers Retired from NABARD / RBI /

Dr. Salim A. Chavan
Principal, GWCT, Nagpur

Adv. Abhijit G. Wanjari
Secretary, Amar Sewa Mandal, Nagpur

THE MAHARASHTRA STATE CO-OPERATIVE BANK LTD.
(Incorporating The Vidarbha Co-operative Bank Ltd.)
Scheduled Bank

Head Office: Sr. Vithaldas Thackersey Smaraj Bhavan, 9, Maharashtra Chamber of Commerce Lane, Fort, Mumbai - 400 001, Post Box No. 472

REQUIRED

SPECIALIZED OFFICERS

The Maharashtra State Co-operative Bank Ltd. intends to recruit experienced Specialized Officers i.e. Manager, Joint Manager & Assistant Manager in the Information Technology Department through offline mode.

Applications from the interested candidates are invited on or before 12.08.2022.

Details regarding eligibility criteria / work experience & application in prescribed format is available on the Bank's website <https://www.msbh.coop/careers>

Date : 21.07.2022
Place : Mumbai

(Dr. Ajit R. Deshmukh)
Managing Director

Govindrao Wanjari College of Engineering & Technology
148-149, Salai - Godhani, Near Chikana Village, Hudkeshwar Road, Nagpur-441204, Contact No. 7276388553 / 554 / 555
(NAAC Accredited)

Approved by AICTE, Affiliated to RTM Nagpur University, Nagpur
Website: www.gwct.ac.in, E-mail: gwct@rediffmail.com

APPOINTMENTS

S.N.	Subject	Designation	No. of Post	Open	SC	ST	VJ(A)	SBC	OBC
1	M.B.A.	Associate Professor	1 Post	01	-	-	-	-	-
		Assistant Professor	3 Post	01	-	01	01	-	-

Qualification, experience & pay scale as per AICTE/DTE/RTM, Nagpur University, Nagpur Norms.

Applications are invited for the full time Non-Granted vacant posts in Principal, Govindrao Wanjari College of Engineering & Technology, 148-149, Salai-Godhani, Near Chikana Village, Hudkeshwar Road, Nagpur-441204 alongwith attested photocopies of relevant certificates / testimonials and two recent colour photographs.

The last date for submission of application is 01/08/2022
(दिनांक - दिनांक ०१ अगस्त, २०२२ या आखिरी दिनांकानुसार दिनांक दिवस (अ), प्रत्येकीसाठी अर्जदारी करी घ्या (क), व (ख), या वर्गातील उमेदवार अर्ज करू शकतात.)

Dr. Salim A. Chavan
Principal, GWCT, Nagpur

Adv. Abhijit G. Wanjari
Secretary, Amar Sewa Mandal, Nagpur



राष्ट्रसंत तुकडोजी महाराज नागपूर विद्यापीठ

मागासवर्ग विशेष कक्ष

(संलग्न प्रोविन्येत शासन शिक्षण विभागाची अधिसूचना क्रमांक ५७३ दिनांक १ ऑगस्ट, १९२३ इमा स्थापित व महाराष्ट्र सार्वजनिक विद्यापीठ अधिनियम, २०१६ (सन २०१७ च्या महाराष्ट्र विद्यापीठ अधिनियम क्रमांक ६) द्वारे संचालित राज्य विद्यापीठ)

सहसर्वाती शिक्षाजी महाराज प्रशासकीय परिसर, रोविन्दनाथ तगोर मार्ग नागपूर-४४०००१

दुरुवनी क्रमांक ०७१२-२५५०९९३

क्रमांक : मा.वि.क./134

दिनांक: जून, २०२२.

1-7-2022

प्रति,

✓ प्राचार्य,

गोविंदराव वंगारी कॉलेज ऑफ इंजीनियरींग व

टेक्नॉलॉजी सालई गोधनी हुडकोश्वर रोड नागपूर-४४१२०४

विषय: महाविद्यालयातील रिक्त सहयोगी प्राध्यापक, सहायक प्राध्यापक पदांना आरक्षण निर्धारित करून देण्याबाबत
संदर्भ : १. आपले दिनांक १७/०५/२०२२ रोजीचे पत्र क्रमांक निरंक

२. महाविद्यालय विकास विभाग यांचे ना हरकत प्रमाणपत्र दिनांक ३०/१२/२०२१

महोदय,

उपरोक्त विषयातील संदर्भाकित पत्राचे अनुषंगाने आपणांस कळविण्यात येते की, आपल्या महाविद्यालयातील रिक्त असलेल्या खालील सहयोगी प्राध्यापक, सहायक प्राध्यापक (कायम विनाअनुदानित) पदांच्या विदुनामावलीस शासन निर्णय/परिपत्रक २५/०२/२०२२ नुसार मा. सहायक आयुक्त (मावक) यांनी दिनांक २१/०२/२०२२, १२/०५/२०२२, रोजी अंतिम प्रमाणित केल्यानुसार विविध शासन निर्णयाप्रमाणे व समांतर (Horizontal) आरक्षण भरण्याच्या अटीवर खालीलप्रमाणे सामाजिक (Vertical) आरक्षण निर्धारित करून देण्यात येत आहे.

विषय कायम विना अनुदानित	संवर्ग	एकुण मंजूर पदे	पूर्वी भरलेली पदे	रिक्त पदे	आरक्षण निर्धारण (सरळसेवा)									खुले
					अजा	अज	विजा (अ)	भज (ब)	भज (क)	भज (ड)	विमाप्र	इमाव	ई.डब्ल्यू एस	
एम. बी. ए.	सहयोगी प्राध्यापक	१ पद	—	१	—	—	—	—	—	—	—	—	—	१
एम. बी. ए.	सहायक प्राध्यापक	४ पदे	१ खुले	३	—	१	१	—	—	—	—	—	—	१

वरीलप्रमाणे अटींची पूर्तता केल्यानंतरच पद भरतीची निपड प्रक्रिया करावी व निवड प्रक्रिया पूर्ण झाल्यानंतर ३० दिवसांच्या आत विरोध विभागाकडून विदु नामावली अद्यावत करून त्यास सहायक आयुक्त (मावक) हयांचेकडून अंतिम मान्यता घेण्यात यावी.

*टिप :-१) दिलेल्या मान्यता पत्रात टंकलेखनांमध्ये (Typographical), सांख्यिकी संख्या किंवा आरक्षणाच्या शेकडा प्रमाणानुसार आरक्षण लावण्यात काही दोष आढळून आल्यास, सदर दोष (चुक) कार्यालयाच्या लक्षात आणून देऊन सुधारित प्रत घेऊन जावी.

२) शिक्क संवर्गातील पदांकरिता नेट/सेट आणि आचार्य पदवी अर्हता प्राप्त उमेदवारांची यादी विद्यापीठाच्या www.nagpuruniversity.org संकेतस्थळावर उपलब्ध आहे. जाहीरतीनुसार अर्हता प्राप्त अर्जदार उमेदवारांसोबतच उपरोक्त विषयांकरिता नोंदणीकृत उमेदवारांना मुलाखतीचे पत्र पाठविण्यात येवून मुलाखतीस हजर राहण्यास कळवावे.

टीप: नवीन आरक्षण घोरण्याच्या अधिनस्त राहून रिक्त आरक्षीत पदे भरण्याची कार्यवाही घेण्यात यावी.

आपला,

(अमेश बुईके)

उपकुलसचिव (मा.वि.क.)

राष्ट्रसंत तुकडोजी महाराज नागपूर विद्यापीठ ५

प्रतिलेपी:- सहायक कुलसचिव (महाविद्यालय विकास विभाग), राष्ट्रसंत तुकडोजी महाराज नागपूर विद्यापीठ

PRINCIPAL

Govindran Wanjari College
of Engineering & Technology
Gatai Gokhale, Hucheshwar Road
Nagpur-441204



राष्ट्रमंत तुफडोजी महाराज नागपूर विद्यापीठ

(महान प्रौढशिक्षण सामन, शिक्षण विभागाची अविगुपना क्रमांक ५१३ दिनांक १ ऑक्टोबर, १९२३ इतर स्थानित, व महान्प्रष्ट सार्वजनिक विद्यापीठ अधिनियम, २०१३(मन २०१३) वा महान्प्रष्ट अधिनियम क्रमांक ५) द्वारा संचालित राज्य विद्यापीठ)

महाविद्यालय विकास विभाग

राजपती विद्याजी महाराज प्रबालनित परिसर, रविंद्रनाथ टागोर मार्ग, नागपूर - ४४०००१
दुरध्वनी क्रमांक: ०३१२-२५३९९३२ फॅक्स नं: ०३१२-२५९९३०१, E-mail ID: info@college@gmail.com

क.व.वि.वि/२०२१-२२/विद्यालयी/५१६

दिनांक : 17-08-2022

प्रती,

प्राचार्य,

श्री गोविंदराव वंजारी कॉलेज ऑफ इंजिनिअरिंग अँड टेक्नॉलॉजी

१४८-१४९, सावई गोदनी, चिक्का नावाजवाड, हुदकेश्वर रोड सा.- नागपूर शहर, जि.- नागपूर - 441204

विषय :- आपल्या संस्थेअंतर्गत असलेल्या विविध महाविद्यालयात नियुक्त करारवाच्या शिक्षक/गंधर्वालय/शारिरीक शिक्षण निर्देशक पदासाठी निवड समितीवर मा.कुलसुक्ली मनोनित केलेल्या विषयतज्ञांवसंधी.

संदर्भ :- १. कुलसचिव, रा. तु. म. नागपूर विद्यापीठ यांचे पत्र क्र.आर/एम्.डी./ओआरडी/९९/४२२/डी/११०४ दि.२०/१२/१९ व शासन निर्णय क्र. एमआयएससी-२०१८/सी.आर.-५६/१८/युएनाअय/-१ दि.१०/०५/२०१९.

२. आपले पत्र क्र. विरंक दिनांक 04-08-2022

महोदय/महोदया,

आपल्या वरील संदर्भित पत्रान्वये आपणाला कळविण्यात येते की, आपल्या महाविद्यालयातील शिक्षक/गंधर्वालय/शारिरीक शिक्षण निर्देशक पदासाठी योग्य उमेदवारांची निवड करण्याकरिता शासन निर्णय क्र. एमआयएससी-२०१८/सी.आर.-५६/१८/युएनाअय/-१ दि.१०/०५/२०१९ नुसार क्र. ६.१ मधील परिच्छेद क्र. V मधील क्र. IV नुसार व निर्देश क्र.२०/२०१९ नुसार मा. कुलसुक्ली छापील दोन सदस्यांना निवड समितीवर मनोनित केले आहे.

क्र.क.	विषय/अभ्यासक्रम	मा.कुलसुक्लीद्वारा नामित प्रतिनिधी	मा. कुलसुक्लीद्वारा नामित विषयतज्ञ
१.	Master of Business Administration	1. Dr. AMISHI DEEPAK ARORA CENTRAL INSTITUTE OF BUSINESS MANAGEMENT RESEARCH & DEVELOPMENT [Mob: 9422114958]	1. Dr. NIRZAR MADAN KULKARNI DR. AMBEDKAR INSTITUTE OF MANAGEMENT STUDIES RESEARCH - University [Mob: 9822465213]

त्याचप्रमाणे शासन निर्णयातील क्र. ६.१ मधील परिच्छेद क्र. V मधील क्र. V नुसार मा. कुलसुक्ली मान्य केलेल्या ५ विषयतज्ञांची नावे सोबतच्या सहपत्रात दिलेली आहेत. त्यापैकी दोन विषयतज्ञांना महाविद्यालयाच्या स्थानिक व्यवस्थापन समितीच्या अध्यक्षी वरील निवड समितीवर नामित करून त्यांचेपी संपर्क साधावा. नामित केलेल्या दोन विषयतज्ञांची नावे या कार्यालयास कळवावी. वरील ३ (तिन) विषयतज्ञ सदस्यांपैकी कमीत कमी २ (दोन) विषयतज्ञ व शासन प्रतिनीधी बैठकीत उपस्थित असणे आवश्यक आहे. तसेच बैठकीची एकूण मणपुर्ती ५ सदस्यांची राहिल अन्यथा बैठक बंध ठरणार नाही.

निवड समिती सदस्यांना प्रवास व दैनंदिन भत्ता महाविद्यालयाने द्यावयाचा आहे. याची कृपया नोंद घ्यावी, आरक्षित पदांवरील नियुक्त्या विद्यापीठ मागामयर्सस विषय कथाने मंजूर केलेल्या विरुद्धावावली (रोस्टर) आणि जाहिरातीनुसार काटेकोरपणे करण्यात याव्यात.

प्राचार्यांना चिन्ती करण्यांत येते की, निवड समितीवर नामित केलेल्या सर्व सदस्यांशी सरळ संपर्क साधून निवड समितीच्या बैठकीची तारीख व वेळ निश्चित करावी.

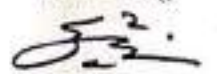
(टिप:-प्रोफेसर पदाच्या मुलाखतीकरिता तज्ञ/विषयतज्ञ म्हणून फक्त प्रोफेसर पदावर कार्यरत असलेल्या व्यक्तीस निवड समितीवर आमंत्रित करावे तसेच असोसिएट प्रोफेसर पदाच्या मुलाखतीकरिता तज्ञ/विषयतज्ञ म्हणून असिस्टंट प्रोफेसर पदावर कार्यरत असलेल्या व्यक्तीत निवड समितीवर आमंत्रित करू नये.)


PRINCIPAL

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Nagpur-441204

सहपत्र:-एक

आपला विश्वासू,



(डॉ.रमण मरने)

उपकुलसचिव

रा.तु.म. नागपूर विद्यापीठ,नागपूर

प्रति,

1. Dr. AMISHI DEEPAK ARORA , CENTRAL INSTITUTE OF BUSINES MANAGEMENT RESEARCH & DEVELOPMENT [Mob: 9422114958]
2. Dr. NIRZAR MADAN KULKARNI , DR. AMBEDKAR INSTITUTE OF MANAGEMENT STUDIES RESEARCH [Mob: 9822465213]

भा. कुलगुरुजी आपणाला नामित केल्याप्रमाणे तद्वर निवड समितीवर आपण कार्य करता ही अपेक्षा आहे. तसेच आपणाला विंगती की, दि. १५-२-२०११ चे शासन निर्णयानुसार योग्य उमेदवारांचीच निवड करावी.

विद्यापीठाने परिपत्रक क्र.म.वि./ग/७५२, दि. २३-९-९९ नुसार मुलाखती आहवाण्यावर निवड समितीचे कार्यपत्र (प्रपत्र-अ) व मुलाखतीस उपस्थित उमेदवारांचा उपजिल्हा (प्रपत्र-ब) यांची एक प्रत भा. कुलगुरु नामित सदस्यांनी प्राचार्यांकडून प्राप्त करावी व ती सहायक कुलगुरु (महाविद्यालय विकास विभाग) यांचेकडे बंधाशिर पाठवावी.

शुभचा आपली स्वीकृती उत्तम द्यावी कळवावी.


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Nagpur-441204



महाविद्यालयबाट नियुक्त कार्यावाह्य शिक्षक/दफ्तापाल व आचारिक शिक्षण निर्देशक परांसाही निवृत्त समितीका अध्यक्ष विष्णु क. तामजापरासी-२०१८/बी.आर.-५५/१८/मुस्ताकवा-१ दि.१०/०५/२०१९ नुसार क. ६.१ मधील परिच्छेद क.५ मधील क. ५ नुसार मा. कुपलुङ्गी माध्यमिक विद्यालय स्थानीय पाठ्य विषयतहानी तर्फे जापपत्रमा कसैकिस अहोत. र्यापकी कोषपत्राही प्रो.तमजाप समितीका अध्यक्ष काल तामजापको मा कार्यालयमा कलकावे,

क्र.सं.	विषय/अभ्यासक्रम	विषयज्ञांचे नांव व पदा
१.	Master of Business Administration	<p>1. Dr. ANUP KIRTIBHAI SUCHAN CENTRAL INSTITUTE OF BUSINESS MANAGEMENT RESEARCH & DEVELOPMENT [Mob: 9823814950]</p> <p>2. Dr. PRASHANT RAMKRISHNA PATIL SMT RADHIKATAI PANDAV COLLEGE OF ENGG. [Mob: 9923323911]</p> <p>3. Dr. LALIT SURINDER KHULLAR TIRPUDE INSTITUTE OF MANAGEMENT EDUCATION (M.B.A.) [Mob: 9422112439]</p> <p>4. Dr. ASHUTOSH ASHUTOSH PATURKAR DR. AMBEDKAR INSTITUTE OF MANAGEMENT STUDIES RESEARCH [Mob: 8983626024]</p> <p>5. Dr. ABHIJEET ARUN AGASHE SHRI. RAMDEOBABA COLLEGE OF ENGINEERING AND MANAGEMENT [Mob: 9823610422]</p>

टिप:- विद्यापीठाचे परिषदक झ.प.वि./ग/७५२, दिनांक २३-१-१९, मुळाव्या प्राधान्याची मुलाखती झटोवल्यावर निवड समितीने कार्यवृत्त व मुलाखतीत उपस्थित उमेदवारांचा तपसिव्दीत नोंदवलेला तक्ता बघावे व योग्य कार्यवाहीसाठी विद्यापीठाकडे पाठवावे.


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Sai Baba Road, Hukeshwar Road
Nasik-422004

سید

उपकुलमन्त्रि
रा.कु.म. नागपुर विद्यापीठ, नागपुर

रा.सू.स. नागपुर विद्यापीठ, नागपुर



(हेतुन जोडितोस शासन, शिक्षण विभागाची अधिसूचना क्रमांक ५१३ दिनांक १ ऑगस्ट, १९८३) द्वारा स्थापित, व महाराष्ट्र सार्वजनिक विद्यापीठ अधिनियम, २०१६ (सं. २०१६ या महाराष्ट्र अधिनियम क्रमांक ६) द्वारा स्थापित राज्य विद्यापीठ)

महाविद्यालय विकास विभाग

राज्यपाली विद्यापीठ महाराष्ट्र प्रशासकीय खरीद, रविंद्रनाथ टागोर मार्ग, वागपूर - ४४१००४
दुरध्वनी क्रमांक: ०७१२-२५२९९३२ फॅक्स नं: ०७१२-२५५५७०१, E-mail ID: info@college@gmail.com

क्र.म.वि.वि/२०२१-२२/विभागात्मकी/1501

दिनांक : 30-11-2022

प्रती,

प्राचार्य,
श्री गोविंदराव वंजारी कॉलेज ऑफ इंजिनिअरिंग अँड टेक्नॉलॉजी
१४८-१४९, सालई मोडी, चिबना मावाजवळ, हुड्केश्वर रोड ता. - वागपूर शहर, जि. - वडगावूर - 441204

षय :- शिक्षक मान्यतेबाबत.

संदर्भ:- आपले पत्र क्र. निरंक दिनांक 19-09-2022

महोदय/महोदया,

आपण सादर केलेल्या वरील संदर्भाकित प्रस्तावानुसार आपल्या महाविद्यालयाने दि. 19-09-2022 रोजी शिक्षक नियुक्तीकरिता संलग्न झालेल्या मुलाखतीनुसार शिक्षक निवड समितीने केलेल्या शिफारशीप्रमाणे सामान निर्णय दिनांक ८ मार्च २०१९ व निर्देश क्र. २०/२०१९ मधील तरतुदीनुसार / ए.आय.सी.टी.ई. च्या निकषानुसार खालील नमुद शिफारसा मा. प्रमुखमुक्ती मान्यता प्रदान केली आहे.

अ.क्र.	विषय	उमेदवाराचे व पदाचे नांव	नियुक्तीचा प्रवर्ग	मान्यतेचे स्वरूप	उमेदवाराचे छायाचित्र
1	Master of Business Administration	MS. DEEPA CHOUDHARI Associate Professor	OPEN	सत्र २०२२-२३ व पुढे * (रजु दिनांकापासून पुढे)	
2	Master of Business Administration	SAMRUDHI ANAND CHURAD Assistant Professor	OPEN	सत्र २०२२-२३ व पुढे * (रजु दिनांकापासून पुढे)	

- *विद्यापीठ मान्यतेपासून शिक्षक एक महिन्याच्या आत महाविद्यालयात रजु न झाल्यास दिसेली मान्यता आपोआप रद्द होईल.
- शिक्षक रजु झाल्यावर त्यांचे रजुपत्र नियुक्ती पत्रासह रजु दिनांकापासून १५ दिवसांचे आत विद्यापीठात पाठवावे.
- विद्यापीठ अनुदान आयोग व महाराष्ट्र शासन यांच्याकडून शैक्षणिक बहुतेसंदर्भात वेळोवेळी निर्मित होणारे आदेश निवड झालेल्या उमेदवारावर बंधनकारक राहतील या आधाराचा उल्लेख नियुक्ती आदेशामध्ये करून संबंधीत उमेदवाराकडून अशा आधाराचे बंधपत्र (Undertaking) महाविद्यालय/संस्थेने घ्यावे.
- ज्या शिक्षकांना सत्र व पुढे अशा स्वरूपाची मान्यता दिली असेल त्यांना परिशिष्ट कालावधीवर नियुक्त करण्यात यावे. त्यांची केवळ सत्तापुरती नियुक्ती करू नये. तसेच त्यांचे रजुपत्रासह खालील प्रमाणपत्राची प्रतही पाठविण्यात यावी.
- मागासवर्गीयांसाठी राखीव जागेवर ज्या शिक्षकांना मान्यता दिली असेल त्यांना (अ.व.प्रवर्ग वरळून) ज्ञात वैधता प्रमाणपत्र सादर करण्याच्या अटीवर रजु करून घ्यावे. मात्र अनुसूचित जमातीच्या शिक्षकांना शासन निर्णय क्रमांक एस.टी.सी.-१०९९/प्रक्र./१४/का/ मुंबई-३२, दिनांक १६-०८-२००० मधील तरतुदीनुसार ज्ञात पाहताळणी प्रमाणपत्र सादर केल्याशिवाय रजु करून घेऊ नये. आवश्यकता भासल्यास या शिक्षकांना रजु होण्याकरिता मुदत वाढवून देण्यात यावी.
- विमुक्त जमाती (अ), भटक्या जमाती (ब), भटक्या जमाती (ड) इतर मागासवर्गी आणि विशेष मागास प्रवर्ग यांना उन्नत व प्रगत मर्याद मोदत नसल्याचे (नॉन क्रिमिनियरचे) व जातीचे पाहताळणी प्रमाणपत्र सादर केल्याशिवाय त्यांना रजु करून घेऊ नये.

कळवे.

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आपला विश्वासू,

(डॉ. रमण मदन)
उपकुलसचिव
रा.तु.म. वागपूर विद्यापीठ, वागपूर

प्रतिलिपि :-

Amar Sewa Mandal's



GOVINDRAO WANJARI COLLEGE OF ENGINEERING & TECHNOLOGY

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AN ISO 9001-2015 & ISO 14001-2015 CERTIFIED INSTITUTE

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President

Dr. (Smt) Suhasini Wanjari

Secretary

Adv. Abhijit G. Wanjari

Treasurer

Dr. Smeeta Wanjari

Principal

Dr. Salim Chavan

Various Policy Documents



IT Policy

Purpose of IT Policy

- To maintain, secure, and ensure legal and appropriate use of Information technology infrastructure established by the College on the campus.
- To establish College-wide strategies and responsibilities for protecting the information assets that are accessed created, managed, and/or controlled by the College.
- To work as a guide to stakeholders in the usage of the College's computing facilities including computer hardware, software, information resources, Intranet and Internet access facilities.
- To set direction and provide information about acceptable actions and prohibited actions or policy violations.

Scope of IT Policy

- College IT Policy applies to technology administered by the College centrally or by the individual departments, to information services provided by the College administration, or by the individual departments, or by individuals of the College community
- This IT policy also applies to the resources administered by the departments such as Library, Computer Labs, Laboratories, and Administrative Offices of the College
- Further, all the faculty, students, staff, departments and others who may be granted permission to use the College's information technology infrastructure, must comply with the Guidelines.
- IT policies broadly concentrates on the following areas
 - IT Hardware Installation and Maintenance Guidelines
 - Software Installation and Licensing Guidelines
 - Network (Intranet & Internet) Use Guidelines
 - Web Site Hosting Guidelines
 - College Database Use Guidelines
 - Role of Network/System Administrators
 - E-waste Management

IT Hardware Installation and Maintenance Guidelines

- IT Hardware Installation and Maintenance is performed by System Administrators
- Faculty and the departments can submit IT Hardware requirements based on their academic requirements.





- Stock Register should be updated immediately when IT Hardware is procured.
- IT Hardware Installation and maintenance services are provided only after receiving an approval from the concerned Head of the Department and the Principal.
- Maintenance of Computer Systems should be done periodically by System administrators and the same need to be recorded in Maintenance register.
- The major e-waste such as written off instruments /equipment's Printers, Computers, batteries should be sold.
- The Faculty or The Department is solely responsible for the IT Hardware provided to them and any damage or loss or theft need to be addressed bared by them only.

Software Installation and Licensing Guidelines

- College IT policy allows authorized and open source software installation on the College computers. In case of any violation the College will hold the Department/Individual personally responsible.
- Open source software should be used in their systems wherever possible.
- Licensed software need to be installed in the systems.
- Antivirus Software need to be procured and installed.

Network (Intranet & Internet) Use Guidelines

- Any computer (PC/Server) that will be connected to the College network should have an IP address assigned by the System Administrators.
- Change of the IP address of any computer by staff or student is strictly prohibited.
- Configuration of a network will be done by system administrators only.
- Internet and Wi-Fi facilities should be used for academic and administrative purpose only.

Web Site Hosting Guidelines

- The College Website should be used to provide academic and administrative information for its stake holders.
- The contents hosted on website should be correct and clear.
- Website Updation need to take proper measures in safeguarding the security of the data hosted on the website.





College Database Use Guidelines

- College is the data owner of all the College's institutional data generated in the College.
- The College's data policies do not allow the distribution of data that is identifiable to a person outside the College.
- Certain violations of IT policy laid down by the College by any College member may even result in disciplinary action against the offender by the College authorities. If the matter involves illegal action, law enforcement agencies may become involved.

Responsibilities of Network/System Administrators

- To Design College Network and perform Backbone operations
- To follow Global Naming & IP Addressing conventions
- To review the existing networking facilities, and need for possible expansion.
- Configuring and maintenance of Wireless Local Area Networks
- To configure and maintain IT facilities provided in class rooms, Labs and Semi
- To receive and address complaints from users of college network
- To Maintain servers in the server room
- To look into the Maintenance of Computer Hardware , Peripherals and Networking devices.

E-waste Management

- The Institution as undertaken a number of E-waste Management initiatives with the objective of creating an eco-friendly environment in the campus.
- E-Waste Management: Electronic goods are put to optimum use and the major repairs are handled by the Technical Assistant and are reused.
- The major e-waste such as written off instruments/equipment, Printers, Computers are sold out.
- UPS Batteries are recharged / repaired / exchanged by the suppliers.
- All the miscellaneous e-waste such as, batteries, fluorescent bulbs, PCBs and electronic items are collected from every department and office and delivered for safe disposal.



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Ref: GWCET/DIR/2023-24/521

Date: 10.07.2023

R & D Policy

1. Preamble

Govindrao Wanjari College of Engineering & Technology, Nagpur has been established with a vision, "To emerge as a centre of excellence creating research, innovation and entrepreneurial attitude among the technocrats who in turn shall contribute to the development of society and mankind." While achieving this vision we are bound to promote and support innovative research and development activities. The Institute has developed excellent facilities, both in terms of infrastructure and scholastics. GWCET encourages faculty members and students to undertake research projects with a commitment to serve the society. To achieve high quality research ambience in the Institute, a Research & Development Centre is set up with the objective of developing the strategic plan for scientific and technology research and ensuring the implementation of such plans. The R&D Centre provides specialized administrative and managerial support for the operation of academic research, sponsored research, consultancy and other R&D related activities of the Institute.

2. Research & Development (R&D) Activities

Proposed Research and Development activities are as follows:

1. Allocation and Utilization of Research funds approved by the management.
2. Support the financial assistance to the faculty and students.
3. Participation in Conferences, Seminars, Workshops, Symposiums, FDP etc.
4. Tracking of research publications in terms of citations in refereed Journals.
5. Establishment of Center of Excellence in the institute.
6. Registration of PhD by the faculty in recognised institutes and universities.
7. Verification of plagiarism of research papers to be published.
8. Preparing and submitting of research proposals to the funding agencies.
9. Organisation of awareness programs for IPR, preparation and registration of IPR
10. Dissemination of information of research proposals to the funding agencies
11. Preparation and applications of research proposals
12. Approval of Seed Money for filing of patents and copyrights





13. Approval of Seed Money for Prototype Projects, Innovation and Incubation
14. Approval of funds for participation in competitions.
15. Organization and participations in Hackathons, Expert Lectures and Workshops

3. Guidelines for R&D Activities

Proposed guidelines for Research and Development activities are as follows:

1. Faculty should submit at least one proposal to any funding agency every year.
2. Head of the department should take the follow-up and maintain the record.
3. Department must make MoU with research organization or Industry.
4. Any research proposal must be forwarded to the management through Principal.
5. All research publications must have the institute name as a place of research
6. All IPR registered must have the institute name as an address place.
7. Authors must submit the plagiarism report to the R-&-D Cell before applying.
8. Faculty must submit a report and also give the presentation to the students and faculty.
9. Attendance proof and certificate of participation must be submitted to R-&-D Cell.
10. Copy of Conference Proceedings/ Learning Materials must be given to the library.
11. Faculty has to apply OD through proper channel in advance.
12. Reimbursement of expenses will be given to the first author only.
13. Prior permission must be taken for attending Conferences, Workshops, FDP etc.

4. Application for Prior Permission

Application to filled by the faculty for prior permission of participation in R&D Activity should follow the following guidelines:

1. Application for participation must have proper justification
2. Application must be forwarded through concerned HoD and Principal
3. Application should attach with respective Brochure/ Leaflet
4. Invitation or Acceptance Letter/ email is must





5. Breakup of probable expenses must be given for approval of the management.
6. Copy of Paper/ Patent/Copyright in pdf format
7. Plagiarism Report generated must be attached to the proposal.
8. Expenses without prior approval will not be accepted.

5. Application for Reimbursement of Claim

Application for reimbursement after the R and event should follow the following guidelines:

1. Prior Approval Letter/ email of the principal.
2. List of expenses item wise breakup and advance taken (if any)
3. Copy of Participation Certificate.
4. Report of the entire program along with summary and conclusion.
5. Acknowledgement of library for submission of paper/ proceeding/ study material.
6. Reimbursement will be made only through the online mode after approval

6. Financial Assistance/ Incentive Schemes

Financial Assistance and Incentive schemes for the faculty and students to promote R&D activities are as follows:

Sr. No.	Particulars	Incentive	Condition
1.	Submission of Research Paper to any of the referred journals	Registration Fees (Maximum up to Rs. 5000/-)	Web of Science, Scopus, IEEE, Springer, ACM
2.	Submission of Research Paper to any of the indexed journals	Registration Fees (Maximum up to Rs. 2500/-)	UGC Approved Journal
3.	Submission of Research Paper to any of the conferences at IIT, NIT, IIIT, IISc or any National Govt. Organization	Registration Fees (Maximum up to Rs. 5000/-)	At IIT, NIT, IIIT, IISc





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4.	Submission of Research Paper to any of the conferences.	Registration Fees (Maximum up to Rs. 2500/-)	any Other Institute
5.	Attending National/International Conference	Duty Leave to only First author of the paper	Minimum one year Service of the faculty
6.	Membership of Professional body/ Organization	50 % of Membership fees	Minimum two years Service of the faculty
7.	After Copyright awarded	50 % of Registration fees	Once in a Semester
8.	Filing a Patent	50 % of Registration fees	Once in a Semester
9.	Award of patent	Rs. 10,000/-	Institute name in the awarded patent
10.	Indian Patent Filing	100 % of Registration fees	Institute name in the awarded patent
11.	Research Publication in the referred journals	Rs. 3000/-	After publication with DOI
12.	Author of text book with Inter National Publisher	Rs. 5000/-	After the successful publication
13.	Author of text book with National Publisher	Rs. 3000/-	After the successful publication
14.	Award of NPTEL/SWAYAM Certification with Gold/ Silver Certification	100% of Examination Fees	After the successful completion
15.	Award of NPTEL/SWAYAM Certification with Elite Certification	50% of Examination Fees	After the successful completion
16.	PhD registration	Study Leave for Course work and progress presentations	Minimum Six Months Service of the faculty





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Principal

Dr Salim Chavan

17.	Awards for best apprised faculty and Staff	Cash Reward of Rs. 5000 (One Time), Certificate from HoI	Score more than 85 % (not got any official Memo or warning Letter)
18.	Seed Money for innovation and incubation	As per the Proposal send through proper Channel	Valid Justification and approval of management is necessary
19.	Financial Grant Received	5 % to PI, 3 % to Co-PI, 2% to Principal 1 % HoD 1 % A/c Staff	Prior approval of management for expenditure against Grant Received
20.	Concession for education of children of employee	50 % Concession	Any faculty or Staff

Dr. Rakesh G. Shriwastava

R&D Coordinator

Research & Development Co-Ordinator
Govindrao Wanjari College of
Engineering & Technology.
Nagpur-441204

Mr. Avishkar Wanjari

IQAC Coordinator

IQAC Co-ordinator
Govindrao Wanjari College of
Engineering & Technology,
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Recruitment Policy

- 1) Every year the vacant post for faculty and supporting staffs are created.
- 2) The approval for filling this post is taken in the College Development Committee and governing body of the Institute.
- 3) The advertisement is published in the various leading newspapers in English and Regional language.
- 4) For the post to be filled through UGC Committee the approval for the roster is sought from the BC cell of affiliating University.
- 5) The university approves the draft of advertisement which is then published in newspaper.
- 6) The university nominates selection committee which conduct the interview and recommend the candidate for various post advertised
- 7) Then the proposal for UGC Approval is send to the university.
- 8) The supporting staffs are selected by the Interview Committee consisting of Principal, HOD and office superintendent.




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04/06/2019

NOTICE FROM IQAC CELL

All the Head of Departments are hereby informed that, Project Quality Assurance cell (PQAC) should be formed under each department for developing quality projects at the institute and thereby developing a culture of good research and innovation.

All should take note of it and follow the Policy that has been attached with this notice and do the needful!

[Signature]
IQAC Coordinator
GWJET, Nagpur



[Signature]
Principal
GWJET, Nagpur
Govindrao Wanjari Coll.
of Engineering & Techno.
Salai Godhani, Hudkeshwar Rd.
Nagpur-441204

COPY TO:

[Signature] *[Signature]* *[Signature]* *[Signature]* *[Signature]*
HOD EE / HOD CE / HOD ME / HOD CSE / HOD IT / HOD ETC / HOD MBA



POLICY OF PROJECT QUALITY ASSURANCE CELL

A Project Quality Assurance Cell (PQAC) is a dedicated team or unit within an organization that is responsible for ensuring that the quality of a project meets defined standards and requirements. It plays a critical role in overseeing the quality management processes from planning to execution, monitoring, and closure.

Project Quality Assurance Cell (PQAC) is formed for monitoring the projects of students in each semester. All the related details regarding quality of project, Project groups, preparation of thesis, paper publications is to be supervised by the PQAC Cell.

1. Ensure Compliance with Accreditation Standards

- **Objective:** Ensure that all engineering projects (academic or research) comply with the accreditation standards set by bodies like NAAC (National Assessment and Accreditation Council), NBA (National Board of Accreditation), AICTE (All India Council for Technical Education).
- **Explanation:** The PQAC helps ensure that projects align with institutional goals and adhere to quality standards that are required for accreditation and re-accreditation purposes.

2. Maintain High Academic and Research Standards

- **Objective:** Promote academic excellence and high-quality research outputs by setting clear quality standards for academic projects, research activities, and thesis/dissertation work.
- **Explanation:** The PQAC monitors the quality of student projects, research papers, presentations, and other academic deliverables, ensuring that they meet the institute's quality expectations and contribute to the advancement of knowledge.

3. Enhance Student Learning and Engagement

- **Objective:** Ensure that students involved in projects gain relevant, hands-on experience while adhering to best practices in quality management.
- **Explanation:** By providing guidance on project management, quality processes, and technical standards, the PQAC supports students in achieving high-quality academic outputs and enhances their learning experience.

4. Promote Industry-Relevant Projects

- **Objective:** Ensure that projects undertaken by students, faculty, or research teams are relevant to current industry standards, technological advancements, and real-world challenges.





- **Explanation:** The PQAC helps in bridging the gap between academia and industry by ensuring that academic projects and research initiatives are aligned with industry needs, improving employability and innovation.

5. Foster a Culture of Continuous Improvement

- **Objective:** Create a culture of continuous quality improvement in project execution, research practices, and educational outcomes.
- **Explanation:** The PQAC facilitates periodic reviews of processes, feedback collection from faculty, students, and stakeholders, and ensures that corrective actions are taken to address any quality-related issues, leading to ongoing enhancement.

6. Establish Clear Project Management Practices

- **Objective:** Ensure that all engineering projects, including student projects, faculty research, and collaborative initiatives, are executed following established project management best practices.
- **Explanation:** This includes setting guidelines for planning, execution, monitoring, risk management, and documentation, thus helping projects meet deadlines, stay within budget, and achieve the desired outcomes.

7. Support Research and Innovation Excellence

- **Objective:** Ensure that research projects in the engineering institute are of high quality, innovative, and aligned with global research standards.
- **Explanation:** The PQAC helps maintain the quality of research outputs by providing guidance on research methodologies, data collection, analysis, and publication standards.

8. Improve Faculty and Staff Performance in Project Supervision

- **Objective:** Enhance the quality of faculty and staff involved in supervising projects and research.
- **Explanation:** The PQAC provides training, tools, and resources to faculty members to ensure they are equipped to mentor students effectively, maintain high standards, and manage projects efficiently.

9. Facilitate Stakeholder Satisfaction

- **Objective:** Ensure that the final deliverables of academic projects, research outputs, and institutional initiatives meet the expectations of internal stakeholders (faculty, staff, students) and external stakeholders (industry partners, research collaborators).





- **Explanation:** Through quality monitoring, feedback collection, and quality assurance mechanisms, the PQAC ensures that the outcomes of projects meet or exceed the expectations of stakeholders.

10. Promote Ethical and Sustainable Practices in Projects

- **Objective:** Ensure that engineering projects, research, and student work adhere to ethical standards and contribute to sustainability and social responsibility.
- **Explanation:** The PQAC promotes the inclusion of ethical considerations, sustainability goals, and societal impact in engineering projects, ensuring that students and faculty work on projects that benefit society and the environment.

11. Provide Transparent Reporting and Documentation

- **Objective:** Ensure that quality assurance activities, project evaluations, and outcomes are well-documented and transparent.
- **Explanation:** The PQAC maintains a comprehensive record of project evaluations, reviews, audits, and quality improvement initiatives, providing visibility to stakeholders on the quality assurance efforts and the effectiveness of project outcomes.

12. Benchmarking and Best Practices Adoption

- **Objective:** Benchmark the engineering institute's projects and research outputs against national and international standards to ensure competitiveness.
- **Explanation:** The PQAC helps identify best practices from leading engineering institutes, ensuring that the institution remains at the forefront of engineering education and research quality.

13. Ensure Integration of Quality into Curricula and Course Design

- **Objective:** Integrate quality assurance into the curriculum design, ensuring that students are exposed to industry best practices and quality management principles.
- **Explanation:** The PQAC ensures that the educational content in engineering programs includes training on quality management, project management, and industry standards, preparing students for quality-conscious work environments.

14. Improve Project Sustainability and Scalability

- **Objective:** Support projects that are sustainable, scalable, and capable of long-term impact, both academically and industrially.





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- **Explanation:** By encouraging projects that have practical, real-world applications and a focus on sustainability, the PQAC helps students and faculty produce work that has lasting value.

Policy Implementation

1. Approval Mechanism:

- All projects must receive approval Project Guide, Project Coordinator and Head of Department before initiation.
- Any deviation from approved plans requires formal review and approval.

2. Quality Audits:

- Conduct at least Three progress seminar for students during the project work and one after the completion of project.

3. Compliance with Ethics:

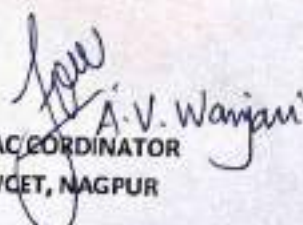
- Ensure adherence to ethical standards, including plagiarism-free work and proper acknowledgment of sources.

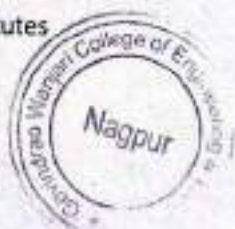
4. Evaluation Process:

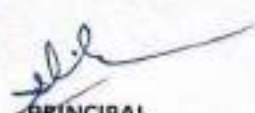
- Use predefined rubrics for project evaluation to maintain transparency and consistency.

The Project Quality Assurance cell must consist of –

1. Senior faculty Member
2. Industry Person
3. Academician from other reputed Institutes
4. Project Coordinator


IQAC COORDINATOR
GWCET, NAGPUR




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GWCET, NAGPUR

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Policy Document for Performance Appraisal of Teaching Staff

1. Introduction

This policy document outlines the framework and procedures for the performance appraisal of teaching staff at Govindrao Wanjari College of Engineering & Technology, Nagpur. The performance appraisal system aims to assess, enhance, and support the professional development of Teaching staff. It is intended to ensure high-quality teaching, maintain academic standards, and provide constructive feedback for staff improvement and growth.

2. Objectives

- To evaluate the effectiveness and quality of teaching practices.
- To promote professional development through feedback, training, and mentoring.
- To ensure alignment of teaching methods with institutional goals and values.
- To provide a clear mechanism for recognizing high performance and addressing areas for improvement.
- To foster a culture of continuous learning and improvement among the teaching staff.

3. Scope

This policy applies to all teaching staff, including full-time, part-time, adjunct, and contract faculty at Govindrao Wanjari College of Engineering & Technology, Nagpur. The evaluation process will be conducted on an annual basis, or as determined by the institution.

4. Performance Appraisal Process

The performance appraisal process consists of several key components designed to assess various aspects of teaching effectiveness and academic contributions.

4.1 Self-Assessment

At the start of the appraisal cycle, teaching staff are required to complete a self-assessment. This provides an opportunity for staff to reflect on their teaching practices, accomplishments, and areas for improvement. The self-assessment form will cover:

- Teaching methodologies and strategies employed.
- Course design and curriculum development.
- Student engagement and feedback.
- Professional development activities undertaken.
- Research and academic contributions (if applicable).

4.2 Student Feedback

Student feedback is a critical component in assessing teaching performance. Feedback form links will be shared to students at the end of each course or term to gather insights on the teaching methods, effectiveness, and overall learning experience.

Feedback will cover:





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- Clarity of course objectives and materials.
- Instructor's communication and teaching style.
- Responsiveness to student needs.
- Effectiveness in engaging students and encouraging participation.

4.3 Supervisor/Department Head Review

The Head of Institute or department head will conduct an assessment based on the self-assessment, student feedback. This evaluation will also consider:

- Compliance with institutional policies and regulations.
- Participation in departmental meetings and initiatives.
- Contribution to academic research, if relevant.
- Overall effectiveness in fulfilling the roles and responsibilities as a teaching staff member.

4.4 Documentation and Evidence

Teaching staff are encouraged to provide evidence of their performance, such as:

- Course syllabi, assignments, and grading
- Professional development certificates or participation records.
- Published research or scholarly work (if applicable).

5. Appraisal Outcomes

Following the performance appraisal process, a formal meeting between the teaching staff, Head of Institute and department head will be scheduled to discuss the results. The possible outcomes of the appraisal process include:

Outstanding Performance: Acknowledgment of excellence in teaching, with potential for rewards such as **Recognition letter** from Head of Institute will be given to the staff having scored 91-100% or A+ grade in the overall process.

Very Good Performance: Acknowledgment of excellence in teaching, with potential for rewards such as **Appreciation letter** from Head of Institute will be given to the staff having scored 81-90% or A grade in the overall process.

Positively Good Performance: Acknowledgment of excellence in teaching, with potential for rewards such as **Appreciation letter** from Head of Institute will be given to the staff having scored 71-80% or B+ grade in the overall process.

Average/Poor/Satisfactory Performance: Improvement letter from Head of Institute will be given to the staff having scored below 70% or B grade in the overall process.

6. Confidentiality and Transparency

The performance appraisal process is designed to be fair, transparent, and confidential. All





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appraisal data, including student feedback, peer reviews, and self-assessments, will be handled with confidentiality to the Head of Institute. Feedback and outcomes will be shared only with relevant appraised staff member, their department head.

7. Appeals Process

If a teaching staff member disagrees with the results of their performance appraisal, they have the right to appeal. The appeal process includes:

- Submitting a formal appeal within 14 days of receiving the appraisal results.
- A review of the case by an appeal panel, which may include a representative from Head of Institute, a senior faculty member, and an external consultant (if necessary).
- A final decision will be communicated within 30 days of the appeal submission.

8. Review and Revision of the Policy

This performance appraisal policy will be reviewed periodically to ensure it remains aligned with the institution's objectives and standards. Any revisions to the policy will be communicated to all teaching staff.

9. Conclusion

The performance appraisal system at Govindrao Wanjari College of Engineering & Technology, Nagpur is integral to maintaining the quality of teaching and fostering a supportive environment for academic staff. By evaluating and supporting teaching staff through constructive feedback, professional development, and recognition, the institution strives to ensure a high standard of education and continuous growth in teaching excellence.

Approved By:


A. V. Wanjari
IQAC CO-ORDINATOR
GW CET, Nagpur




PRINCIPAL,
GW CET, Nagpur
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of Engineering & Technology
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College Code: 4135

Date: 21 June 2019

W.e.f.-Session 2019-2020

POLICY DOCUMENT FOR PARENT TEACHER MEETING

Parent-Teacher Meeting Program is one of the most important tools for bridging the gap between the classroom and the home. These meetings provide an invaluable opportunity for teachers to connect with parents, gain insight into a student's background, and collaborate on strategies to support a student's growth. Parent-teacher meeting program provides a platform for discussing a student's academic performance, social-emotional development and behavioral progress of students. Our institution "Govindrao Wanjari College of Engineering and Technology" is framed the effective policy for Parent-Teacher Meet Program with a vision of fostering collaboration between parents and teachers for the benefit of the student. This policy outlines the program's objectives, outcomes and details of the Standard Operating Procedure for PTM

Objectives

The Parent Teacher Meet policy functions with an objective

1. Welcome and introduction to teachers and parents.
2. Formation of Parent Teacher Meeting (PTM) for suggestions and feedback from the parents on the better improvement of their ward.
3. To provide information about various student-oriented activities and schemes run by college.

Outcomes:

Parent Teacher Meet policy functions with an objective

1. To promote the co-operation of parents and teachers to improve education facilities.
2. To maintain a better relationship between parents and teachers for the betterment of students.
3. To promote understanding and co-operation between members of the college and parents regarding college life, work and social service.





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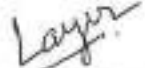
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Standard Operating Procedure for PTM:

1. Departmental faculty members are selected by the Principal of the institution for framing the committee of PTM. This committee will be responsible for planning and organizing the activities of PTM.
2. Parent-Teacher Meet Program is usually held twice a year and is typically scheduled once in each semester in advance.
3. Find a mutually convenient day and time for families, send home reminders to families a week before the meeting via invitation letter, text message or whatsapp. Encourage parents to attend PTMs along with their child and actively participate in discussions.
4. In the PTM program, the teacher provides academic progress, cocurricular and extracurricular involvement, and any concerns or challenges of students with their parents.
5. Facilitate confidential discussions between teachers and parents, respecting privacy and confidentiality.
6. To identify areas for improvement, conduct feedback session for parents after each PTM by providing feedback forms to parents and using feedback data to make informed decisions and implement changes to improve the parent-teacher meeting process.

This meeting will be purely academic, non-commercial, non-sectarian and non-political. It will not seek to interfere in the administrative matters of the institution.


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 GWCET, Nagpur


In-charge
IQAC Cell
 GWCET, Nagpur


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E-GOVERNANCE POLICY

Scope:

The scope of this policy extends to the following areas:

- ❖ General Administration
- ❖ Student Admission
- ❖ Examination
- ❖ Library
- ❖ Accounts and Finance Management
- ❖ ICT Infrastructure
- ❖ Web-based alumni relations and networking platforms

Objectives:

- 1) To ensure effective implementation of e-governance across all the functions within the college.
- 2) To make campus Wi-Fi enabled.
- 3) To provide easy and quick access to information.
- 4) To make our Classrooms ICT Enabled having Desktops, Laptops, Smartboards, Projectors, etc.
- 5) To establish a fully automated Library





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Policy:

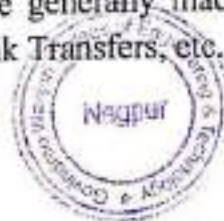
The college will implement e-governance in all aspects of functioning like library, accounts, admissions, administration, teaching, etc. The policy is designed and framed to make each and every function transparent and accountable.

The College decides to make the following policies and procedure:

Website: The website will act as an information center which will reflect about the college, all its activities, important notices, courses offered, etc. For this purpose, a separate service provider will be appointed by the college. Training will be given to the administrative and teaching staff to make important updates on the website. The College strives to showcase its vibrant self and activeness through its website. All the important notifications have to go live on the website as and when they are released.

Student Admission: The college shall adopt online mode of admission process as mandated by university from time to time. The College brings out its brochure which is displayed on the website that has guidelines for the admission process. An Admission Portal to be used to manage the admissions in the college. Number of students applying to each course, withdrawals, fee submission, all to be managed through this Portal only. Students are required to submit a separate Online Application Form for taking admission to the college.

Finance and Accounts: The accounts section shall operate and manage their entire accounting operations on ERP software. Advanced features help to maintain financial records effectively and efficiently. All the analysis reports are also generated through Tally. Appropriate security measures should be taken for maintaining confidentiality of the transactions. Training to the existing staff and updation of the existing software must be done regularly. Reports can be generated for all Staff members. Payments are generally made and received through online mode such as NEFT, RTGS, Bank Transfers, etc.





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Library: The College continues to maintain its academic excellence through maintaining a well-stocked library. The College will add more e-learning resources for the benefit of the teachers and the students. The College should continue to subscribe to new journals and books regularly. Recommendations are taken from the teachers while subscribing to the e-resources. Teachers can apply to get books of different authors for the subjects they are teaching to increase the knowledge database.

Examination: The college shall adopt online mode of performing exam related processing e.g., generating of admit card, conducting the examination etc as mandated by university from time to time.

Expected Outcomes:

The expected outcomes of e-governance in a college include increased efficiency, transparency, communication, and service quality, leading to a more agile, responsive, and technologically advanced educational institution.



[Signature]
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SESSION: 2022-23

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Feedback Policy

1. Purpose of Policy

Govindrao Wanjari College of Engineering & Technology mandates all stakeholders to provide feedback covering aspects like new ideas, improvement suggestion, infrastructure, behavior and teaching- learning experiences. Ensuring a safe and cooperative environment, it prioritizes an efficient feedback handling system. Recognizing feedback's significance in delivering quality service, it integrates feedback management within its quality framework. This approach underscores the institute's commitment to enhancing stakeholder experience and fostering continuous improvement in its operations.

The feedback collected from stakeholder (students, teachers, alumni, and employers) within the institute's quality framework primarily serves the following purpose:

Improvement: Identifying area for enhancement in teaching methods, curriculum, facilities and overall educational experience.

Accountability: Holding stakeholders accountable for their roles and responsibilities in maintaining quality standards.

Evaluation: Assessing the effectiveness of policies, programs and initiative implemented by the institute.

Engagement: Fostering active involvement and participation of stakeholder in decision-making processes and institutional development.

Alignment: Ensuring that institutional practices and policies align with stakeholder needs, expectation and organizational goals.

Continuous Improvement: Facilitating a culture of contentious improvement by incorporating feedback into strategic planning and decision- making process.

2. Scope of Policy

This Policy applies universally to all stakeholders associated with the institute, including students, teachers, alumni, employers, and any other relevant parties. It ensures that feedback collection and utilization processes encompass a board spectrum of perspectives, thereby promoting inclusivity, transparency and accountability within the institution.



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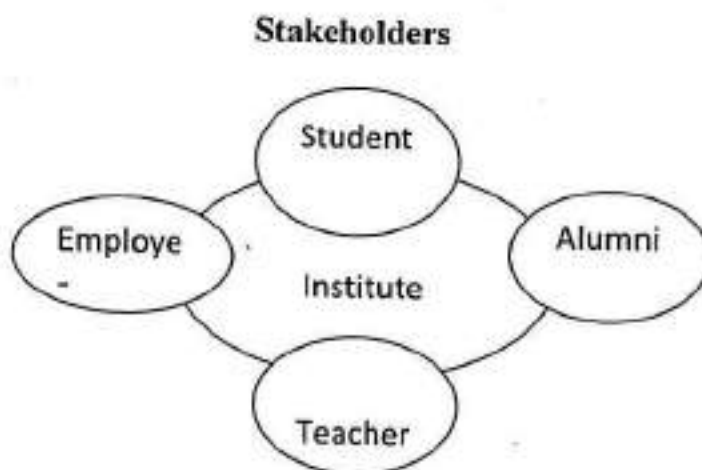
Secretary
Adv. Abhijit G. Wanjari

Treasurer
Dr. Smeeta Wanjari

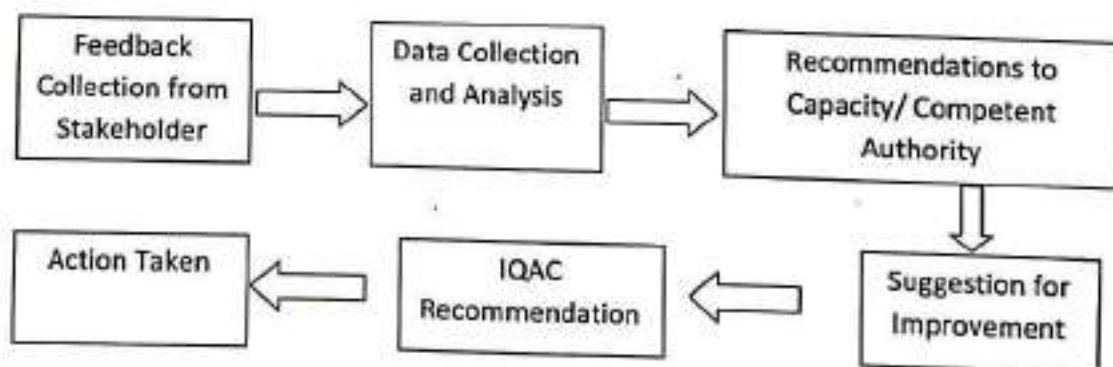
Principal
Dr. Salini Chavan

6. Monitoring and Reporting

Feedback collected by head of the department branch-wise, records, monitors, and addresses feedback from all stakeholders on various issues. Tasked with administering an effective feedback handling process, the department heads ensure that concerns and suggestions are duly acknowledged and addressed within the institution.



Feedback Handling Process Chart





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7. Feedback Handling

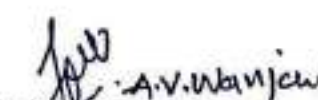
Feedback forms are distributed via HOD's to students, parents, alumni and stakeholders for comprehensive feedback collection. Feedback forms analyzed, recommendations sent to principal, approved by IQAC, and acted upon for institution, wide improvements based on relevant suggestion and feedback.


8. Action Taken on Feedback

All Heads of departments should perform the feedback analysis from all stakeholders and strictly focus on the suggestion given by the stakeholders which helps the institute to improve the services and teacher performance in all respect. The student's feedback on teaching learning process has been strictly taken and issues the improvement as well as appreciation letter to the staff in order to improve their performance or do the better in teaching to satisfy the student's requirement and increased the students interests in the respective subjects based on the following criteria.

S.N.	% Feedback	Status
1	$\geq 80\%$	Appreciation Letter
2	< 80	Improvement Letter


Academic Co-ordinator


IQAC Co-ordinator


Principal
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SESSION: 2019-20

Feedback Policy

Purpose of Policy:-

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Engagement: Fostering active involvement and participation of stakeholder in decision-making processes and institutional development.

Alignment: Ensuring that institutional practices and policies align with stakeholder needs, expectation and organizational goals.

Continuous Improvement: Facilitating a culture of continuous improvement by incorporating feedback into strategic planning and decision- making process.

Scope of Policy:-

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1	$\geq 80\%$	Appreciation Letter
2	< 80	Improvement Letter


Academic Co-ordinator


IQAC Co-ordinator


Principal

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College Code: 4135

Date: 17 June 2019

W.e.f.-Session 2019-2020

POLICY DOCUMENT FOR INTERNAL ASSESSMENT COMMITTEE

The Assessment Committee shall work under the direction and supervision of the Principal / Head of the institution as per the directives of the affiliated university from time to time. The Examination Committee shall be in-charge of preparation of institutes academic calendar, assessment schedule, time table, setting of the question paper, evaluation parameters, arrangement for assessment of the answer books and assessment, the declaration of the results, attending to and resolving the grievances/queries of students, keeping records of all the assessments and examinations and any other matter pertaining to the conduct of the additional examinations and examination for the supplementary learners. This policy outlines the objectives, outcomes and details of the Standard Operating Procedure for the Internal Assessment Committee.

Objectives:

1. To maintain regularity in performing the institution's Continuous Internal Assessments
2. To ensure the fair and proper conduct of the CIA and eliminate any possibility of malpractice in the process.
3. To construct a supervisory workplace that is equitable and in favor of the faculty and to establish an accepting atmosphere where students are allowed to write the CIA.

Outcomes:

1. Faculty will be able to finish the assignments on schedule and have the students prepared for the CIA.
2. The start and finish dates of the institution's assessments will be consistent and work based on an error-free system.
3. Students will receive advance notice of the CIA's dates and location and they will be capable of adequately preparing for the CIA.





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Standard Operating System for the internal assessment committee:

1. At the start of the session, collection of the data of admitted students in all the classes from every department for the current academic session.
2. As per the schedule of the university academic calendar and the data or inputs got from each Head of Department / Coordinator, the committee scheduled the institutes academic calendar and internal assessment scheme and circulates to every department.
3. As per the policy and scheme of internal assessment, framing the strategy for distribution of internal marks (theory and practical) by using standard evaluation parameters. No marks are assigned for attendance directly. However, marks may be assigned for active participation and overall conduction assigned.

Evaluation Parameters for Internal Theory Marks Distribution.

Sr. No.	Parameters
1	Students Attendance
2	Assignments /project work / audits work Submission and grading. (For CA I and CA II)
3	Participation in cocurricular activities / Technical Activity like power point presentation / subjective seminar / group discussion / debates / technical quiz / industrial visit /case studies / project work / workshop /seminars/ class test / PUT etc., (For CA I and CA II)
4	Sessional Examination / Mid semester examination
5	University examination/ End semester examination

Evaluation Parameters for Internal practical Marks Distribution

Sr. No.	Parameters
1	Students Attendance
2	Lab /workshop job / project work performance. (For CA I and CA II)
3	Practical journal writing / project work completion, certification, submission and grading. (For CA I and CA II)
4	Internal practical examination (theory, performance and viva)
5	External practical examination (theory, performance and viva)





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4. As per the schedule of the institutes academic calendar and assessment scheme, the committee circulates notice of all assessment / activity to every department and informs them to display of exam notices, time tables, (Class test, Sessional examination, Mid semester examination, Preliminary University Examination and Internal Practical Examination) and the schedule of co-curricular / technical activity on departmental notice board well before commencement of exam.
5. As per the institute norms, the assessment committee provides a sample of question paper to every department for the setting of question papers by examiners and maintaining confidentiality of it.
6. After the completion of examination, the assessment or valuation process is conducted under the supervision of the Examination Incharge / Head of Departments. A standardized marks list prepared in the excel format with names and roll numbers of students, semester, academic year and the name of departments.
7. The mark list should be submitted to the examination committee in hard copy format with the teacher's signature and also displayed on the departmental notice board.
8. As per the affiliated university and institute norms, every department preserves some sample copy of answer books / assignments / projects work.
9. As per the notification of affiliated university, the schedule of external practical examination/ submission of project / viva-voce/university theory examination etc., are circulates to every department and informed to be displayed on notice board and circulates among the students via whatsapp.

Laysa
 Academic Coordinator
 GWCEET, Nagpur

W
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 IQAC Cell
 GWCEET, Nagpur

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Assignment and Practical Grading policy

Assignment Grading:-

Every subject teacher from each department giving assignments to the students and the same will be evaluated by the subject teacher by giving grades to the assignment. The evaluation criterion is as follows.

S.N.	Parameter	Grade
1	On time Assignment submission with proper solution and answers in good handwriting	A+
2	On time Assignment submission with no proper answers	A
3	Late Submission with proper solution and answers in good handwriting	B+
4	Late Submission with no proper answers	B
5	Too Late Submission	C

Practical Record Grading:-

Every practical subject teacher takes continuous assessment of the practical record as per the below process.

S.N.	Parameter	Grade
1	Proper practical execution with regular attendance and on time submission	A+
2	Partial practical execution with regular attendance and submission on time	A
3	Irregular attendance and late submission with Proper practical execution	B+
4	Irregular attendance and late submission with no proper execution	B
5	Too Late Submission	C



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Academic Co-ordinator

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IQAC Co-ordinator

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B. Tech. Evaluation Criteria (II, III & IV Year Session: 2023-24)

Internal Theory Marks Distribution				
Evaluation Parameters	Final Year (CBCS-RTMNU)	Evaluation Parameters (II Year & III Year DBATU)		II Year (DBATU)
	Marks (30)			Marks (40)
Attendance	4	MSE(20)	Mid Sem. Exam.	20
PUT Exam	14	CA (20)	Attendance	6
Sessional 1	4		PUT	10
Sessional 2	4		Assignment 1	2
Assignment 1	2		Assignment 2	2
Assignment 2	2			
Total Internal Marks	30	Total Internal Marks		40

Attendance Marks Distribution			
Final Year (CBCS) (RTMNU)		II Year & III Year (DBATU)	
% Attendance	Int. Marks	% Attendance	Int. Marks
>=75	4	>=75	6
50 - 74	3	65 - 74	5
25 - 49	2	55 - 64	4
10 - 24	1	45 - 54	3
Below 10%	0	35 - 44	2
		Below 35%	1

PUT Marks Distribution (Final Year(CBCS)) For RTMNU Only				
Year	PUT Marks (Out of 70)	Marks (Out of 14)	PUT Marks (Out of 70)	Marks (Out of 14)
Final Year (CBCS)	>=28	14	15-12	6
	24-27	12	11-8	4
	20-23	10	Below 8	2
	16-19	8		

Sessional 1 & 2 (RTMNU) and End Semester Exam. (ESE) (DBATU) Marks Distribution

Sessional 1& 2 Marks Distribution		End Sem Exam. (ESE)	
Final Year (CBCS)		II & III Year (DBATU)	
Sessional 1 & 2 Marks (Out of 40)	Marks (Out of 4)	ESE Marks (Out of 60)	Marks (Out of 10)
>=16	4	>30	10
10 - 15	3	21 - 30	8
5 - 9	2	11 - 20	6
0 - 4	1	5 - 10	4
		0 - 4	2

Practical Evaluation Criteria (II , III & Final Year)


Internal Practical Marks Distribution III Year				Mini Project Marks Distribution III Year (DBATU)	
Evaluation Parameters	Final Year (CBCS)	Evaluation Parameters (II & III Year DBATU)	II & III Year (DBATU)	Evaluation Parameters	III Year (DBATU)
	Marks (50/25)		Marks (60)		Marks (60)
Written & Execution	20/10	Written & Execution	30	Written & Execution	20
		Viva Voce	10	Viva	10
Viva	20/10	Journal Writting	10	Progress Sem-1	10
Attendance	10/5	Attendance	10	Progress Sem-2	10
				Progress Sem-3	10
Total	50/25	Total	60	Total	60

Practical Attendance Marks Distribution			
II & III Year (DBATU)		Final Year (RTMNU)	
% Attendance	Marks	% Attendance	Marks
>=75	10	>=75	10/5
74-55	8	74-55	8/4
54-35	6	54-35	6/3
34-21	4	34-15	4/2
20-11	2	Below 15	1
Below 10	1		

Note:- 1) For Project / Mini Project three progress seminar are compulsory.

2) If there is a variation in the marking scheme of any department, then there will be a flexibility to that respective department to make changes as per the University scheme.


Academic Co-ordinator


IQAC Co-ordinator
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Evaluation Criteria 2022-23

Internal Theory Marks Distribution

Evaluation Parameters	Final Year (CBS)	III Year (CBCS)	Evaluation Parameters (II Year DBATU)		II Year (DBATU) Marks (40)
	Marks (20)	Marks (30)			
Attendance	4	4	MSE (20)	Mid Sem. Exam.	20
PUT Exam	8	14	CA (20)	Attendance	6
Sessional 1	3	4		ESE (College Level)	10
Sessional 2	3	4		Assignment 1	2
Assignment 1	1	2		Assignment 2	2
Assignment 2	1	2			
Total Internal Marks	20	30	Total Internal Marks		40

Attendance Marks Distribution

Final Year (CBS) / III Year (CBCS)		II Year (DBATU)	
Attendance	Marks	Attendance	Marks
>=75	4	>=75	6
50 - 74	3	65 - 74	5
25 - 49	2	55 - 64	4
10 - 24	1	45 - 54	3
Below 10%	0	35 - 44	2
		Below 35%	1

PUT Marks Distribution (III & Final Year)

Year	PUT Marks (Out of 70)	Marks (Out of 14)	Year	PUT Marks (Out of 80)	Marks (Out of 8)
III Year (CBCS)	>=28	14	Final Year (CBS)	>=32	8
	24-27	12		26-31	7
	20-23	10		21-25	6
	16-19	8		16-20	5
	15-12	6		10-15	4
	11-8	4		6-9	3
	Below 8	2		0-5	2

Sessional & End Semester Exam. (ESE) Marks Distribution

Sessional 1 & 2 Marks Distribution				End Sem Exam. (ESE)	
III Year (CBCS)		Final Year (CBS)		II Year (DBATU)	
Sessional Marks (Out of 40)	Marks (Out of 4)	Sessional Marks (Out of 30)	Marks (Out of 3)	Sessional Marks (Out of 20)	Marks (Out of 10)
>=16	4	>=12	3	>=10	10
10 - 15	3	6 - 11	2	8 - 9	8
5 - 9	2	0 - 5	1	6 - 7	6
0 - 4	1			4 - 5	4
				Below 4	2


Evaluation Criteria 2022-23

Internal Practical Marks Distribution				
Evaluation Parameters	Final Year (CBS)	III Year (CBCS)	Evaluation Parameters	II Year (DBATU)
	Practical (25)	Practical (25)		Marks (60)
Written & Execution	15	15	Written & Execution	30
Viva	10	10	Viva	10
-----	-----	-----	Journal	10
-----	-----	-----	Attendance	10
Total	25	25	Total	60

Practical Attendance Marks Distribution			
II Year (DBATU)			
Attendance	Marks	Attendance	Marks
>=75	10	34-21	4
74-55	8	20-11	2
54-35	6	Below 10	1

- Note:-** 1) For Project / Mini Project three progress seminar are compulsory.
 2) If there is a variation in the marking scheme of any department, then there will be flexibility to that respective department to make changes as per the University scheme.


 Academic Co-ordinator


 IQAC Co-ordinator
 GWCET, Nagpur.


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Dr. (Smt) SuhasiniWanjari Adv. Abhijit G. Wanjari Dr. SateefaWanjariDr. SalimChavan

Institute Assessment Scheme
INTERNAL EXAMINATION SCHEME (THEORY)

Govindrao Wanjari College of Engineering & Technology, Nagpur
Department of First Year B. Tech. (DBATU)

Institute Evaluation Scheme (For Theory) For All Branches			
w.e.f. session 2021-2022			
Sr. No.	Assessment for Practical/Workshop/Project	Conduction/Performance	Marks
1	College /Class Assessment I (CA-I)	Completion and Submission of Assignment/Project Work Given by respective Subject Teacher.	10
		Participation in subject related Technical activity I.	
2	College /Class Assessment II (CA-II)	Completion and Submission of Assignment/Project Work Given by respective Subject Teacher.	10
		Participation in subject related Technical activity II.	
3	Mid Sem Examination	Institute Level- Theory paper examination on 50 % Syllabus	20
4	End Sem Examination	University Level-Theory paper examination on 50 % Syllabus	60

Note

1. It is mandatory to all students to complete assignment/project work given by respective Subject Teacher
2. It is mandatory to all students to Participates in subject related Technical activity like Students Seminar, Group Discussion, Debates, Technical quiz etc.,




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Institute Assessment Scheme
INTERNAL EXAMINATION SCHEME (PRACTICAL)

Govindrao Wanjari College of Engineering & Technology, Nagpur
Department of First Year B. Tech. (DBATU)

Institute Evaluation Scheme (For Practical/Workshop/Mini Project) For All Branches			
w.e.f. session 2021-2022			
Sr. No.	Assessment for Practical/Workshop/Project	Conduction/Performance	Marks
1	College /Class Assessment I (CA-I)	Lab Performance of students for 50% Practical/Experiments as per the syllabus /Scheme of DBATU	30
		Record book/Practical Journal Completion/Submission	
2	College /Class Assessment II (CA-II)	Lab Performance of students for remaining 50% Practical/Experiments as per the syllabus /Scheme of DBATU	30
		Record book/Practical Journal Completion/Submission	
3	Internal Practical Examination	Theory + Performance + Viva	20
4	External Practical Examination	Theory + Performance + Viva	20

Institute Evaluation Scheme For Audit For All Branches			
w.e.f. session 2021-2022			
Sr. No.	Assessment	conduction/Performance	Marks
1	College /Class Assessment I (CA-I)	Completion and Submission of Assignment I /Project Work I on 50% syllabus as per the norms of DBATU	25
2	College /Class Assessment II (CA-II)	Completion and Submission of Assignment II/Project Work II on remaining 50% syllabus as per the norms of DBATU	25



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DEPARTMENT OF MANAGEMENT STUDIES & RESEARCH

Internal Assessment Policy for MBA I & II Year

For the Session (2023-24)

Sr. No.	Specification	Criteria	Assigned Marks	Base Marks	Policy for Conversion of Base Marks to Assigned Marks
1	Class Test	Class Test	5	5	0-4 marks -1 5-9 marks -2 10-13 marks -3 14-17 marks -4 18-20 marks -5
	Assignment	Assignment	5	5	Quality wise (Timely submission 5 marks)
2	Attendance	Attendance	10	100%	0 - 10% -1 11% - 20% -2 21% - 30% -3 31% - 40% -4 41% - 50% -5 51% - 60% -6 61% - 70% -7 71% - 80% -8 81% - 90% -9 91% - 100% -10

HOD MBA, GW CET

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MBA Department
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DEPARTMENT OF MANAGEMENT STUDIES & RESEARCH

Internal Assessment Policy for MBA I & II Year

For the Session (2022-23)

Sr. No.	Specification	Criteria	Assigned Marks	Base Marks	Policy for Conversion of Base Marks to Assigned Marks
1	Class Test	Class Test	5	5	0-4 marks -1 5-9 marks -2 10-13 marks -3 14-17 marks -4 18-20 marks -5
	Assignment	Assignment	5	5	Quality wise (Timely submission 5 marks)
2	Attendance	Attendance	10	100%	0 - 10% -1 11% - 20% -2 21% - 30% -3 31% - 40% -4 41% - 50% -5 51% - 60% -6 61% - 70% -7 71% - 80% -8 81% - 90% -9 91% - 100% -10

HOD MBA, GW CET

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GW CET, Nagpur,




DEPARTMENT OF MANAGEMENT STUDIES & RESEARCH

Internal Assessment Policy for MBA I & II Year

For the Session (2021-22)

Sr. No.	Specification	Criteria	Assigned Marks	Base Marks	Policy for Conversion of Base Marks to Assigned Marks
1	Class Test	Class Test	5	5	0-4 marks -1 5-9 marks -2 10-13 marks -3 14-17 marks -4 18-20 marks -5
	Assignment	Assignment	5	5	Quality wise (Timely submission 5 marks)
2	Attendance	Attendance	10	100%	0 - 10% -1 11% - 20% -2 21% - 30% -3 31% - 40% -4 41% - 50% -5 51% - 60% -6 61% - 70% -7 71% - 80% -8 81% - 90% -9 91% - 100% -10


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DEPARTMENT OF MANAGEMENT STUDIES & RESEARCH

Internal Assessment Policy for MBA I & II Year

For the Session (2020-21)

Sr. No.	Specification	Criteria	Assigned Marks	Base Marks	Policy for Conversion of Base Marks to Assigned Marks
1	Class Test	Class Test	5	5	0-4 marks -1 5-9 marks -2 10-13 marks -3 14-17 marks -4 18-20 marks -5
	Assignment	Assignment	5	5	Quality wise (Timely submission 5 marks)
2	Attendance	Attendance	10	100%	0 - 10% -1 11% - 20% -2 21% - 30% -3 31% - 40% -4 41% - 50% -5 51% - 60% -6 61% - 70% -7 71% - 80% -8 81% - 90% -9 91% - 100% -10

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DEPARTMENT OF MANAGEMENT STUDIES & RESEARCH

Internal Assessment Policy for MBA I & II Year

For the Session (2019-20)

Sr. No.	Specification	Criteria	Assigned Marks	Base Marks	Policy for Conversion of Base Marks to Assigned Marks
1	Class Test	Class Test	5	5	0-4 marks -1 5-9 marks -2 10-13 marks -3 14-17 marks -4 18-20 marks -5
	Assignment	Assignment	5	5	Quality wise (Timely submission 5 marks)
2	Attendance	Attendance	10	100%	0 - 10% -1 11% - 20% -2 21% - 30% -3 31% - 40% -4 41% - 50% -5 51% - 60% -6 61% - 70% -7 71% - 80% -8 81% - 90% -9 91% - 100% -10


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---	--------------------------------------	---------------------------------	-------------------------------

College Code: 4135

Date: 28 July 2023

W.e.f.-Session 2023-2024

OFFICE ORDER

INTERNAL ASSESSMENT COMMITTEE

As per the norms of policy for internal assessment framing by our institute "Govindrao Wanjari College of Engineering Nagpur" the following faculty or staff appointed for internal assessment committee. The tenure of internal assessment committee shall be current academic calendar year or from the date of committee formation.

Sr. No.	Name of faculty/ staff	Designation	Responsibility
1	Dr. Salim Chavan	Principal	Chairman
2	Dr. H. R. Bhagat Patil	Associate Professor & Head (ME), Academic Coordinator and Member Secretary -Grievance Cell	Coordinator
3	Mr. Avishkar Wanjari	Assistant Professor & Head (EE) and Incharge- IQAC Cell	Member
4	Mr. Nitesh Chahande	Assistant Professor (ME) and Examination Coordinator (OIC) RTMNU, Nagpur	Member
5	Mr. Nitin Kumbhare	Assistant Professor (F.Y.B.Tech) and Examination Coordinator (OIC) DBATU, Lonere.	Member
6	Dr. Manoj Motghare	Associate professor (ME) and Coordinator-F.Y.B. Tech.	Member
7	Dr. Deepa Choudhari	Associate Professor and Head (MBA)	Member
8	Mr. Vishal Hatwar	Office Senior Clark	Member

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HOD,s (Civil/ Mechanical / Electrical / CSE / IT / ETC/ F. Y. Engineering / MBA)

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College Code: 4135

Date: 25 July 2022

W.e.f. Session 2022-2023

OFFICE ORDER

INTERNAL ASSESSMENT COMMITTEE

As per the norms of policy for internal assessment framing by our institute 'Govindrao Wanjari College of Engineering Nagpur' the following faculty or staff appointed for internal assessment committee. The tenure of internal assessment committee shall be current academic calendar year or from the date of committee formation.

Sr. No.	Name of faculty/ staff	Designation	Responsibility
1	Dr. Salim Chavan	Principal	Chairman
2	Mr. Vivekanand Thakae	Assistant Professor (CSE) and Academic Coordinator	Coordinator
3	Mr. Avishkar Wanjari	Assistant Professor & Head (EE) and Incharge- IQAC Cell	Member
4	Mr. Nitesh Chahande	Assistant Professor & Head (ME) and Examination Coordinator (OIC) RTMNU, Nagpur	Member
5	Mr. Nitin Kumbhare	Assistant Professor (F.Y.B.Tech) and Examination Coordinator (OIC) DBATU, Lonere	Member
6	Dr. H. R. Bhagat Patil	Associate professor (ME) and Member Secretary - Grievance Cell	Member
7	Dr. Deepa Choudhari	Associate Professor (MBA)	Member
8	Mr. Vishal Hatwar	Office Senior Clark	Member

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College Code: 4135

Date: 23 August 2021

W.e.f.-Session 2021-2022

OFFICE ORDER

INTERNAL ASSESSMENT COMMITTEE

As per the norms of policy for internal assessment framing by our institute 'Govindrao Wanjari College of Engineering Nagpur' the following faculty or staff appointed for internal assessment committee. The tenure of internal assessment committee shall be current academic calendar year or from the date of committee formation.

Sr. No.	Name of faculty/ staff	Designation	Responsibility
1	Dr. Salim Chavan	Principal	Chairman
2	Mrs. Leena Yelmule	Assistant Professor (ETC) and Academic Coordinator	Coordinator
3	Mr. Avishkar Wanjari	Assistant Professor & Head (EE) Incharge- IQAC Cell	Member
4	Mr. Nitesh Chahande	Assistant Professor (ME) and Examination Coordinator (OIC) RTMNU, Nagpur	Member
5	Mr. Nitin Kumbhare	Assistant Professor (F.Y.B.Tech.) and Examination Coordinator (OIC) DBATU, Lonere	Member
6	Dr. Manoj Motghare	Associate professor (ME) and Member Secretary - Grievance Cell	Member
7	Dr. Deepa Choudhari	Associate professor & Head (MBA)	Member
8	Mr. Vishal Hatwar	Office Senior Clark	Member

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Dr. (Smt) Suktasini Wanjari	Adv. Abhijit G. Wanjari	Dr. Sneeta Wanjari	Dr. Salim Chavan

College Code: 4135

Date: 17 June 2019

W.e.f.-Session 2019-2020

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INTERNAL ASSESSMENT COMMITTEE

As per the norms of policy for internal assessment framing by our institute 'Govindrao Wanjari College of Engineering Nagpur' the following faculty or staff appointed for internal assessment committee. The tenure of internal assessment committee shall be current academic calendar year or from the date of committee formation.

Sr. No.	Name of faculty/ staff	Designation	Responsibility
1	Dr. Salim Chavan	Principal	Chairman
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4	Dr. Manoj Motghare	Associate professor (ME) and Member Secretary- Grievance Cell	Member
5	Dr. Sunil Ikharkar	Associate Professor & Head (MBA)	Member
6	Mr. Vishal Hatwar	Office Senior Clark	Member

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---	---	---	--------------------------------------

College Code: 4135
W.e.f.-Session 2019-2020

Date: 21 June 2019

POLICY DOCUMENT FOR MENTOR MENTEE SCHEME

Students face many challenges after getting admission in professional engineering colleges. Proper guidance is needed to improve student's ability to prepare themselves changing demand of the industrial age. Our institution "Govindrao Wanjari College of Engineering and Technology" has design effective policy for the Mentor-Mentee Program with a vision to guide and support the students on the right path of success by monitoring the performance of each student. This policy outlines the program's objectives, outcomes and its Standard Operating Procedure.

Objectives: -

The Mentor-Mentee scheme functions with an objective

1. To bridge the gap between the faculties and students.
2. To guide students on both academic and beyond academics.
3. To focus on the well-being of students by guiding them for their personal problems, if any.

Outcomes:-

The Mentor - Mentee scheme functions with an outcome

1. To learn new skills, solve problems and navigate challenges by students.
2. To increase self-confidence and self-awareness of students.
3. Improved goal-setting skills of students.





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--	---	--	--------------------------------------

Standard Operating Procedure for Mentor-Mentee Meeting: -

1. A group of 20 to 25 mentee students are assigned eligible faculty members serve as mentors.
2. Students of B.E. / B. Tech. First Year are assigned mentors from the Department of Applied Science and Humanities and senior students from B.E. / B. Tech. Programs are assigned mentors from their respective departments.
3. Academic performance and records of all activities are provided to mentors by the respective department or in-charge.
4. Guidance and support are provided to mentees in academic, professional, and personal development by their respective mentors.
5. The mentor fosters a supportive and collaborative community within the institute and enhances the overall learning experience for students. In case of any disputes or conflicts to students, the mentor will mediate and facilitate a resolution.
6. For gathering meaningful thought about mentee and assessment of mentor mentee meeting, conduct a feedback session for the mentee at the end of the session by providing feedback forms to students and using feedback data to improve the role of mentor and the mentor mentee meeting process.

By adhering to this policy, our Institute aims to create a thriving mentorship culture that benefits all students and contributes to the overall growth and development of the institute.


Academic Coordinator
GWCET, Nagpur


In-charge
IQAC Cell
GWCET, Nagpur


Principal
GWCET, Nagpur
Govindrao Wanjari College
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President Dr. (Smt) Suhagini Wanjari	Secretary Adv. Abhijit G. Wanjari	Treasurer Dr. Smeeta Wanjari	Principal Dr. Salim Chavan
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College Code: 4135
W.e.f.-Session 2019-2020

Date: 29 June 2019

POLICY DOCUMENTS FOR LEARNING LEVELS

We have a streamlined policy for continuous monitoring and evaluation of the students by identifying the level of students. We are considering some special grade factors for identifying the level of students. This system helps to identify slow learners & advance learners.

Students are identified on grade factors:

1. Slow learners and Advanced learners are separated by evaluating the score or percentage of Class Test I or Sessional Examination or Mid Semester Examination. Here total marks for the respective examination are converted into 50 marks.
2. Slow learners and Advanced learners are also differentiated by considering and including one special grade factor. The special grade factor is to perform an objective test of 50 marks for the entire students by all the departments, here considering the marks obtained in the objective test performed by all departments.

From the sum of 50 marks (by converting the marks of the respective examination to 50 marks) and marks obtained out of 50 marks in the objective test, students having a score of 60 % and above 60% out of total marks (100 marks) is considered as an advanced learner and students having a score below 60 % is considered as slow learner.

Mechanism for slow learners:

As per our streamlined mechanism for continuous monitoring and evaluation of students, we categorized slow learners (having scores below 60 %) in to two categories. The first categorized students (having scores below 40 %) are considered as slow learners. The personal attention, special effort and academic care of such students are always taken by the corresponding mentors, whereas the second categorized students (having scores 40 % to 59 %) are considered as most average learners. In view of subject revision and to improve a student's ability to achieve maximum marks in the examination, we allow such most average students to engage in all activities which are already scheduled for slow learners.





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Mechanism for Advanced learners:

We also categorized advanced learners (having scores of 60% and above) in to two categories. The first categorized students (having 71% and above 71 %) are considered as advanced learners. For such learners, the respective departments conduct some extra classes to cover challengeable topics to get maximum marks of university and also encourage such students to participate in other activities. The second categorized students (having scores of 60% to 70 %) are considered as average learners. In view of subject revision and to improve student's ability as an advanced learner, we make extra effort for such average students by engaging them in all activities which are already scheduled for advanced learners.

Program facilitating for Slow Learners: (Having score below 40 %)

For encouraging and motivating slow learners, special attention is paid to them and a systematic procedure is followed as shown in the flow chart and explained in detail as below:

1. Students having scores below 40 % are assigned to a faculty as mentor. The personal and academic care of such students is taken by the corresponding mentors.
2. Conducted remedial classes and revision sessions for theory sessions and mostly focused on important topics and exam oriented questions.
3. Provide assignments and university question bank and discuss the way of presenting the answers in the exam to score marks.
4. Assist students in their weak areas of performance and suggest improvements by counseling sessions.
5. Providing special attention to on non-academic parameters such as communication skills, deciding on carrier goals, and managing academics and personality.
6. Communicate regularly with the parents regarding the attendance, performance and progress of each assessment of students.





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Program facilitating for Advanced Learners: (Having scores of 71% and above)

For encouraging and motivating advanced learners, some of the special activities are conducted to them and a systematic procedure is followed as shown in the flow chart and explained in detail as below:

1. Advanced learners having scores above 71 % are identified through their performance in examinations, interaction in class room and laboratory and their fundamental knowledge.
2. Conducted extra classes to cover challengeable topics to get maximum marks at university.
3. Provide extra challengeable assignments and university question bank and discuss the way of presenting the answers in the exam to score maximum marks.
4. Advanced learners are selected to be the committee coordinators on different technical /professional departmental and university level committees.
5. Encourage them to participate in technical activities / seminars / conferences / workshop / technical events / live projects / specific entrepreneurial skills / start-ups etc.
6. The departments conduct NTPEL/SWAYAM sessions to mould the students in corresponding fields and also encourage them to appear in the competitive exams like GATE, CAT, PG CET etc.,



Academic Coordinator
 GWCET, Nagpur

In-charge
IQAC Cell
 GWCET, Nagpur

Principal
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Copy to:

Principal Office,
 IQAC Cell,

HOD,s (Civil/ Mechanical / Electrical / CSE / IT / ETC/ F. Y. Engineering / MBA)



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POLICY FOR FINANCIAL SUPPORT TO TEACHING STAFFS TO ATTEND FDPs, RESEARCH WORKS, CONFERENCES, WORKSHOPS, SEMINARS, SYMPOSIA AND MEMBERSHIP FEES

Research and quality improvement in the teaching and learning process, we believe, contribute to classroom excellence. Substantial changes in educational structure have happened, making learning more accessible. Teachers must be more adaptable, versatile, and diverse as a result of these developments. Internal faculty members can improve their academic knowledge by using the platforms given by well designed Financial Support Policy.

POLICY STATEMENT

The goal is achieved by offering financial assistance to faculty and encouraging them to attend seminars, symposia, conferences, workshops, and training workshops. This would aid in sharing knowledge, fostering academic growth, increasing collaborations and networking. The outcomes of such interactions and interventions would improve teacher's professional and personal effectiveness, resulting in institutional, individual, and student academic achievements.

OBJECTIVES

Provide financial assistance to all teaching faculty for the following:

- 1) Attending or participating in seminars, symposia, conference workshops, refresher courses, Ph.D programme course works, book publishing, and training workshops.
- 2) Provide financial help to faculty members in the form of registration fee reimbursement and encourage their participation in various professional development through conferences/workshops.
- 3) Upgrade academic credentials of faculty.
- 4) To encourage faculty to become members of academic/professional bodies.




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INCENTIVE

- 1) For attending Symposia, Conferences, Workshops 50% of registration fees or Rs. 2000 whichever is minimum will be paid by college.
- 2) For attending Faculty Development Programme (FDP), Short Term Training Programme (STTP), Short Term Courses (STC) 50% of registration fees or Rs. 2000 whichever is minimum will be paid by college
- 3) If the faculty publishes the patents then 50% of registration fees or Rs. 5000 whichever is minimum will be paid by college.
- 4) If the faculty publishes the paper in Scopus, SCI Index journal then 50% of registration fees or Rs. 5000 whichever is minimum will be paid by college.
- 5) For some college useful projects 50% of the expenditure will be provided by college.
- 6) If student get prize in project competition then Rs. 500 will be given by college.




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