



THE COUNCIL OF EDUCATION'S

SHAHAJI LAW COLLEGE

KOLHAPUR

NAAC Cycle III

Criterion No.: 6

Metrics No.: 6.3.3

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five year

Dates (from-to) (DD-MM-YYYY)		Title of the professional development program organised for teaching staff	Title of the administrative training program organised for non-teaching staff	No. of participants
2022-2023	13/9/2022		Formal Correspondence for Workstation	5
	29/9/2022	Role of Administrative Staff in Accreditation Process	Role of Administrative Staff in Accreditation Process	15
	3/4/2023	Imbibing Code of conduct among teachers		17
	12/4/2023	How to Implement Social Reservation Policy	How to Implement Social Reservation Policy	23
	16/5/2023	Online Course Training	Online Course Training	18
2021-2022	5/1/2022	FDP On Knowledge Sharing		10
	18/6/2022	CET Training	CET Training	14
	11/12/2021	Development of Soft Skill	Development of Soft Skill	14
2020-2021	28/1/2021	How to Draft MCQ		14
	29/4/2021	Challenges of Online Exam		14
	15/12/2020	Covid and Mental Health	Covid and Mental Health	18
2019-2020	22/4/2020	Use of ICT Tools for Teaching		14
	26/5/2020	How to Maintain and Enhance Teaching Process during Pandemic		14
	20/8/2020	Use of Online Resourses for Teaching		14
2018-2019	6/8/2018	SRPD Handling for Office Staff and Faculty	SRPD Handling for Office Staff and Faculty	12
	5/2/2019		Library Handling of New Editions and Titiles for Library Attendance	4
	23/2/2019	Effective Power Point Presentation Skills		10
	23/2/2019		How to use Excel Effectively for Administrative Staff	4
	14/3/2019	Training Research Ethics		9

SHAHAJI LAW COLLEGE

NAAC Cycle III

CRITERION NO.:6

METRICS NO.:6.3.3

SR. NO.	Professional Development and Administrative Training Programme
1.	Academic Year – 2022-2023 <ul style="list-style-type: none">• Brochure• Notice• Attendance• Photos• Annual Report
2.	Academic Year – 2021-2022 <ul style="list-style-type: none">• Brochure• Notice• Attendance• Photos• Annual Report
3.	Academic Year – 2020-2021 <ul style="list-style-type: none">• Brochure• Notice• Attendance• Photos• Annual Report
4.	Academic Year – 2019-2020 <ul style="list-style-type: none">• Brochure• Notice• Attendance

	<ul style="list-style-type: none">• Photos• Annual Report
5.	Academic Year – 2018-2019 <ul style="list-style-type: none">• Brochure• Notice• Attendance• Annual Report

**Academic Year
2022-2023**

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**Professional Development Program/Administrative Training Program on
Formal Correspondence for Workstation**

Tuesday, 13th September, 2022

Programme Sheet

10:30am to 10:45 am	Introduction of the Program
10:45am to 11:00 am	Introduction of the Guest (Kailash Pawar sir)
11:00am to 12:00 am	Technical Session (Asst.prof. Shivbhushan Jadhav)
12:00pm to 12:15 pm	Interaction Session
12:15pm to 12:30 pm	Vote of Thanks (Asst.Prof. S. V. Patki)


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Date: 06/09/2022

Shahaji Law College, Kolhapur

NOTICE

All the Administrative Staff are hereby informed that an Administrative Training Program on 'Formal Correspondence for Workstation' has been organized on 13/09/2022 at 10:30 am in the Moot Court Hall. All are required to attend the same without fail.


Principal


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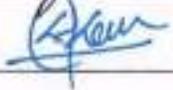
Principal
Shahaji Law College, Kolhapur.

Shahaji Law College, Kolhapur

Attendance for Administrative Training Programme on

Formal Correspondence for Workstation.....

Date : 13/9/22

Sr. No	Name	Sign
1)	Kuldeep V. Makate	
2)	Kumbhar N. P.	
3)	Kailas R. Pawar	
4)	Mrs. Dokare M. S.	
5)	Shri. Sangrami. S. Karobde	


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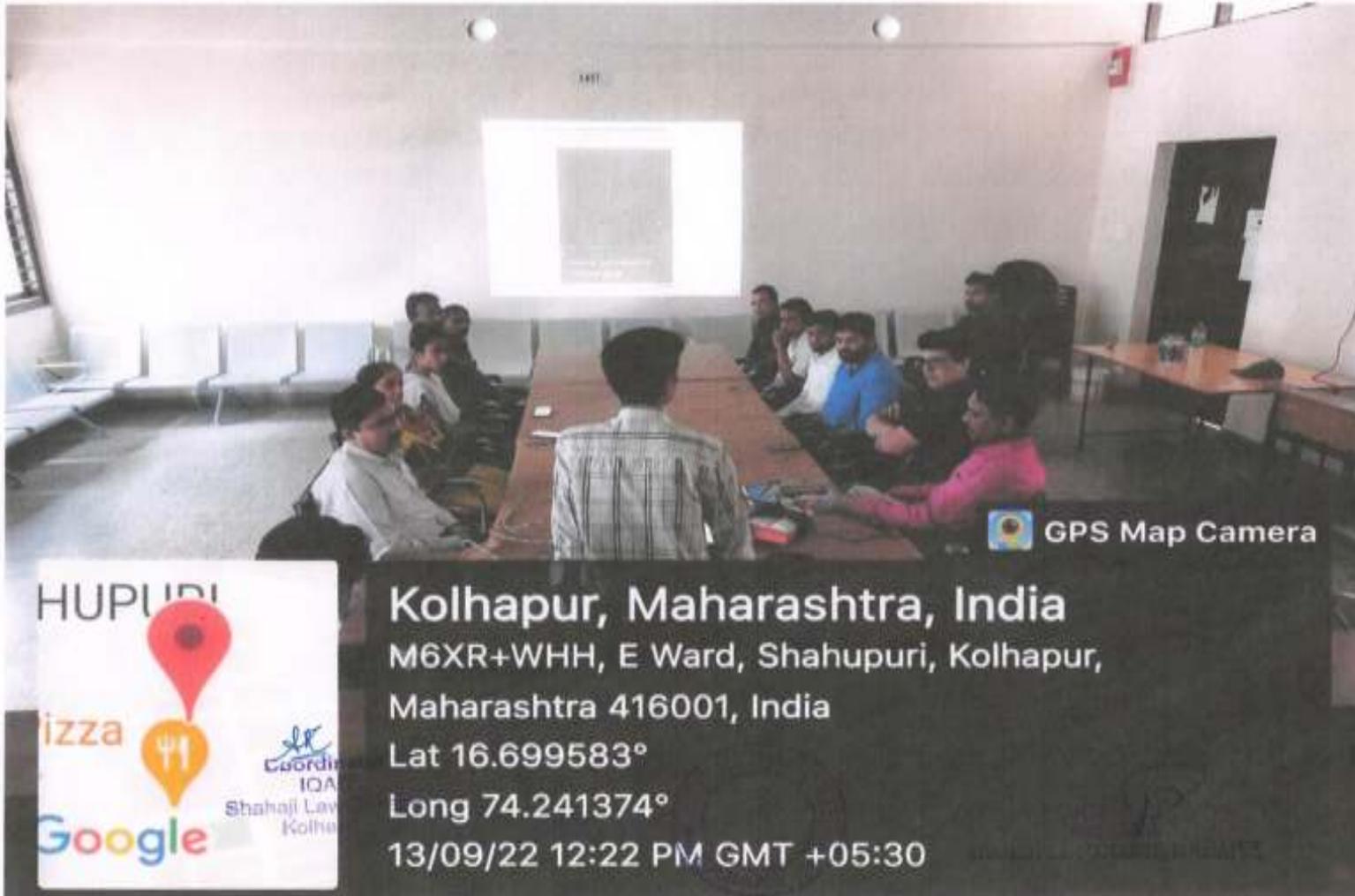
Administrative Training Program On Formal Correspondence For Workstation

Date-13-09-2022



Administrative Training Program On Formal Correspondence For Workstation

Date-13-09-2022



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SHAHAJI LAW COLLEGE, KOLHAPUR

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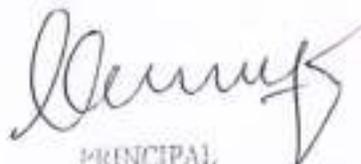
Professional Development Program/Administrative Training Program on

Role of Administrative Staff in Accreditation Process

Thursday, 29th September, 2022

Programme Sheet

03:00pm to 03:15 pm	Introduction of the Program
03.15pm to 03.30pm	Introduction of the Guest (Dr. M. C. Sheikh)
03:30 pm to 04:30 pm	Technical Session (Dr. Nilesh Pawar)
04:30 pm to 04:45 pm	Interaction Session
04:45 pm to 05:00 pm	Vote of Thanks (Prof. Dr. Suchita Suragihalli)


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Date: 27/09/2022

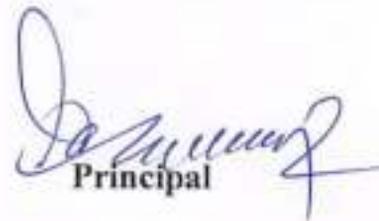
Shahaji Law College, Kolhapur

NOTICE

All the Teaching and Administrative Staff are hereby informed that Professional Development/Administrative Training Program on 'Role of Administrative Staff in Accreditation Process' has been organized on 29/09/2022 at 3:00 pm to 5:00 pm in the Moot Court Hall. All are required to attend the same without fail.


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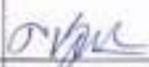
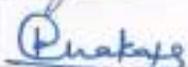
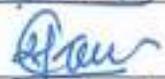
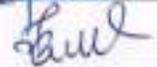
Principal
Shahaji Law College, Kolhapur.

Shahaji Law College, Kolhapur

Attendance for Administrative Training Programme on

Role of Administrative Staff in Accreditation Process

Date : 29/9/2022

Sr. No	Name	Sign
1)	Mrs. Dokare M.S.	
2)	Kutsep V. Makate	
3)	Shri. Gangram S. Kamble	
4)	Kadas Rupendra Pawar	
5)	Kumbhar N.P.	


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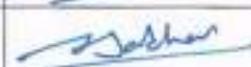
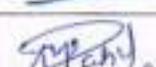
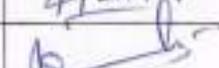
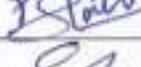
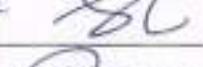
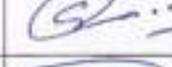

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Shahaji Law College, Kolhapur

Attendance for Professional Development Programme on

Role of Administrative Staff In Accreditation Process.

Date: 29/09/22.

Sr. No	Name	Sign
1)	Surajikhalli A.R.	
2)	Dr. Asmita Patil	
3)	Mr. Shivbhusan V. Jadhav	
4)	Asst. Prof. Dcepti M. Patil	
5)	Dr. M. C. Sheikh	
6)	Dr. Y. B. Patil	
7)	ASST. Prof Swati Gawade	
8)	Dr. Savita K Ramani	
9)	Prof. Pankaj S. V.	
10)	Asst. Prof Kirti K Pawar	

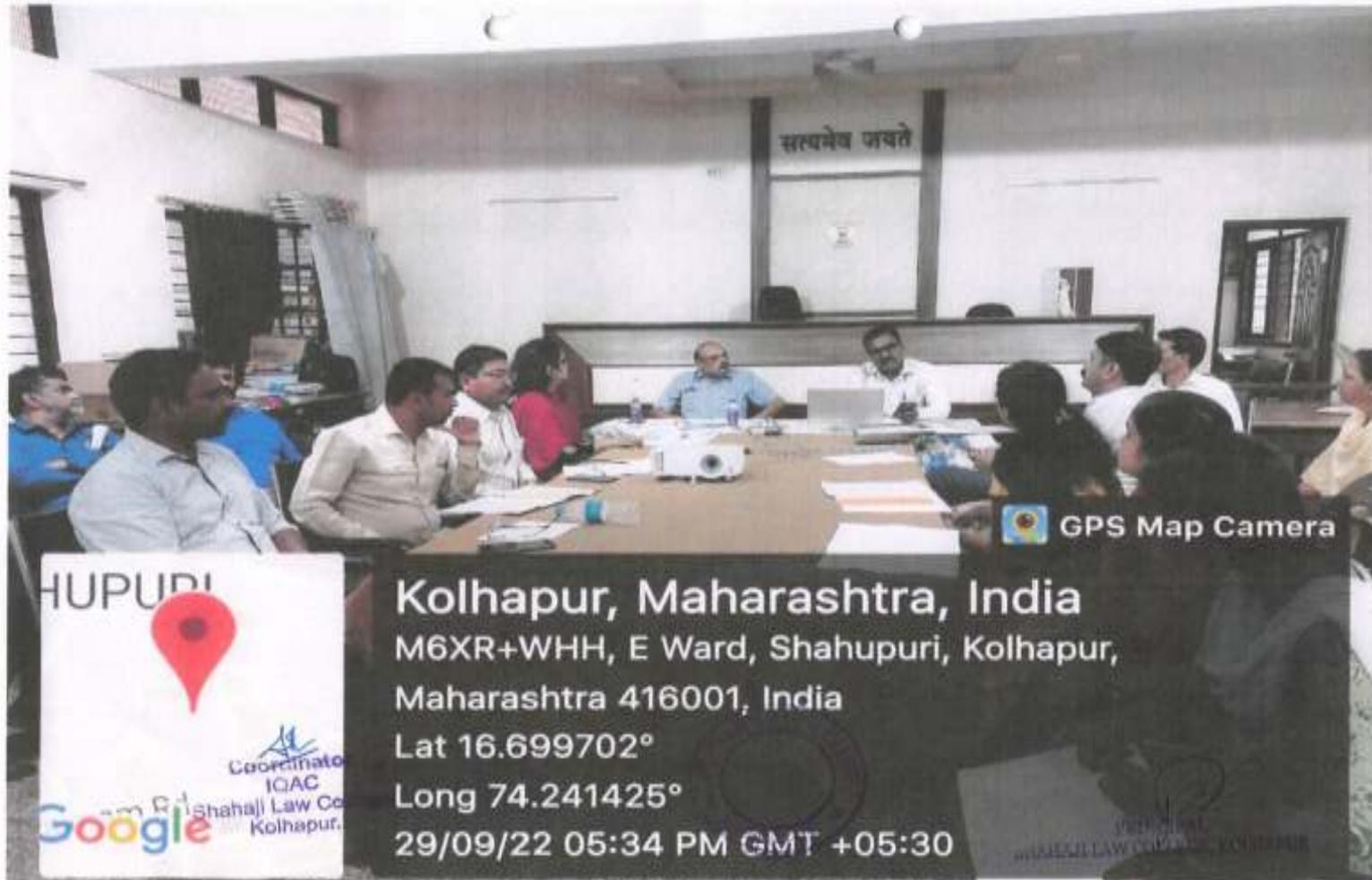

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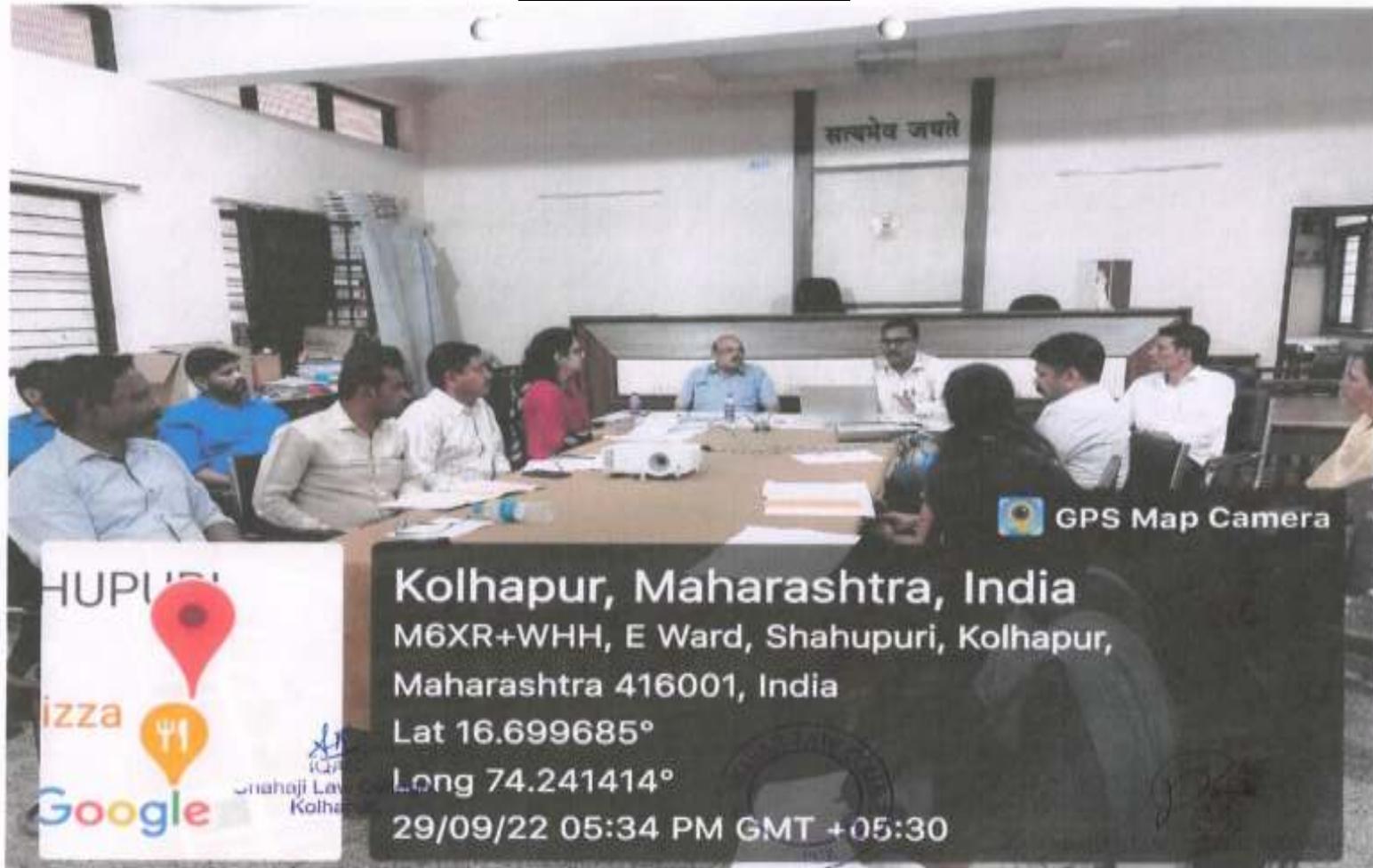
**PROFESSIONAL DEVELOPMENT PROGRAMME /ADMINISTRATIVE
TRAINING PROGRAMME ON ROLE OF ADMINISTRATIVE STAFF IN
ACCREDITATION PROCESS**

DATE-29-09-2022



**PROFESSIONAL DEVELOPMENT PROGRAMME/ADMINISTRATIVE
TRAINING PROGRAMME ON ROLE OF ADMINISTRATIVE STAFF IN
ACCREDITATION PROCESS**

DATE-29-09-2022



**PROFESSIONAL DEVELOPMENT PROGRAMME/ADMINISTRATIVE
TRAINING PROGRAMME ON ROLE OF ADMINISTRATIVE STAFF IN
ACCREDITATION PROCESS**

DATE-29-09-2022



The Council of Education's
SHAHAJI LAW COLLEGE, KOLHAPUR

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**Professional Development Program/Administrative Training Program on
Imbibing code of conduct among teachers**

Saturday, 4TH March, 2023

Programme Sheet

11:00am to 11:15 am	Introduction of the Program
11:15 am to 11.30am	Introduction of the Guest (Asst. Prof. S. V. Patki)
11:30 am to 12:30 pm	Technical Session (Dr. P. B. Patil)
12:30 pm to 12:45 pm	Interaction Session
12:45 pm to 01:00 pm	Vote of Thanks (Dr. Savita Rasam)


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Date: 02/03/2023

Shahaji Law College, Kolhapur

NOTICE

All the Teaching Staff are hereby informed that Professional Development Program on 'Imbibing Code of Conduct among Teachers' has been organized on 04/03/2023 at 11:00 a.m. in the Meeting Hall. all are required to attend the same without fail.


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Attendance for Professional Development Programme on
'Imbibing Code of Conduct among
Teachers'

Date: 4/3/2023

Sr. No	Name	Sign
01	Prof. Parthi S.V.	
02	Mr. Shreshthkhan V. Jadhav	
03	Ms. Sadiya S. Mulla	
04	Dr. Sheikh M.C.	
5	Ms. Shweta Gundale	
6	Asst Prof. Jrale V.V.	
07	Asst Prof. Pranav M. Gurav	
08	Surajchalli Suchita	
09	Aishwarya Kabe	
10	Asst. Prof. Deepthi Patil	
11	Asst. Prof. S.P. Gavade	
12	Asst. Prof. Asmita Patil	
13	Adv. Abhijeet P. Kamat	
14	Dr. Atul S. Jadhav	
15	Dr. S.R. Ramam	
16	Kailas R. Pawar	
17	Asst Prof. Kinki R. Pawar	

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PROFESSIONAL DEVELOPMENT PROGRAMME
ON IMBIBING CODE OF CONDUCT AMONG
TEACHERS

DATE-04-03-2023



PROFESSIONAL DEVELOPMENT PROGRAMME
ON IMBIBING CODE OF CONDUCT AMONG
TEACHERS

DATE-04-03-2023



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SHAHAJI LAW COLLEGE, KOLHAPUR
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Professional Development Program/Administrative Training Program on
How to implement social reservation policy

Wednesday, 12th April , 2023

Programme Sheet

11:00am to 11:15 am	Introduction of the Program
11:15 am to 11.30am	Introduction of the Guest (Dr. Suchita Surngihalli)
11:30 am to 12:30 pm	Technical Session (Dr. P. B. Patil)
12:30 pm to 12:45 pm	Interaction Session
12:45 pm to 01:00 pm	Vote of Thanks (Mr. Kailas Pawar)


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Date: 05/04/2023

Shahaji Law College, Kolhapur

NOTICE

All the Teaching and Administrative Staff are hereby informed that Professional Development / Administrative Training Program on 'How to implement social reservation policy' has been organized on 12/04/2023 at 11:00 a.m. in the Meeting Hall. All are required to attend the same without fail.


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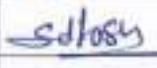
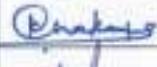
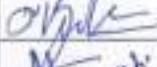
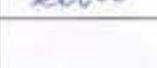



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Shahaji Law College, Kolhapur

Attendance for Administrative Training Programme on
*How to implement...social...reservation
Policy*

Date: 12/4/23

Sr. No	Name	Sign
17	Nitin P. Kumbhar	
27	Shri Jashi Shekhar D.	
3)	Kurteep V. Makate	
4)	Mrs. M. S. Dokare	
5)	Ashwin A. Shramasti	
6)	Sangram S. Kamble	
7)	Kailas R. Pawar	


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Attendance for Professional Development Programme on
..How..to..implement..social..
& segregation Policy

Date: 12/4/23

Sr. No	Name	Sign
1)	Asst. Prof. Kanch K. Pawar	KanchKawar
2)	Asst. Prof. Sadiya Mulla	Sadiya
3)	Ms. Asha Daryo. Tale.	Asha
4)	Dr. Asmita Patil	Patil
5)	Prof. Patil S. V.	S.V.
6)	Dr. Atul S. Jadhav	Atul
7)	Dr. Surajilalli S. R.	SR
8)	Dr. Savita R. Ramesh	Savita
9)	Asst. Prof. Deepthi Patil	Patil
10)	Asst. Prof. P. M. Kurvan	Kurvan
11)	Asst. Prof. Peenji Sanadi-Sayyad	Sanadi
12)	Asst. Prof. S. V. Adnyopari	Sayyad
13)	Asst. Prof. S. P. Gavade	Gavade
14)	Asst. Prof. Shweta Gundate	Gundate
15)	Asst. Prof. Kalyani Pawar	Pawar
16)	Dr. M. C. Sheikh	Sheikh


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SHAHAJI LAW COLLEGE, KOLHAPUR

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**Professional Development Program/Administrative Training Program on
Online Course Training
Tuesday, 16th May, 2023**

Programme Sheet

03:00pm to 03:15 pm	Introduction of the Program
03.15pm to 03.30pm	Introduction of the Guest (Dr. Suchita Suragihalli)
03:30 pm to 04:30 pm	Technical Session (Mr. Raj Mudhale)
04:30 pm to 04:45 pm	Interaction Session
04:45 pm to 05:00 pm	Vote of Thanks (Dr. Savita Rasam)


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Date: 12/05/2023

Shahaji Law College, Kolhapur

NOTICE

All the Teaching and Administrative Staff are hereby informed that Professional Development/Administrative Training Program on 'Online Course Training' has been organized on 16/05/2023 at 3:00 pm in the Meeting Hall. All are required to attend the same without fail.


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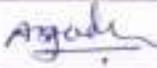
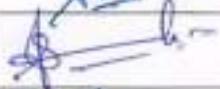
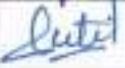
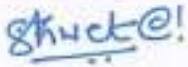
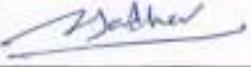
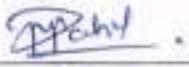
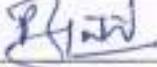
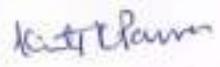
Principal

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Shahaji Law College, Kolhapur

Attendance for Professional Development Programme on
...Online...Course...Training.....

Date : 16/5/23

Sr. No	Name	Sign
1)	Dr. Atul S. Jadhav	
2)	Dr. Suchita Surajchalli	
3)	Dr. M.C. Sheikh	
4)	Dr. Shmita Patil	
5)	Ms. Shweta M. Gurdale	
6)	Mr. Shivbhusan V. Jadhav	
7)	Asst- Prof. Deepti M. Patil	
8)	Dr. P. B. Patil	
9)	Asst Prof Swati Gawade	
10)	Dr. Smita R. Ramesh	
11)	Prof Patil S. V.	
12)	Asst. Prof Kanti K Pawar	


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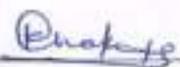
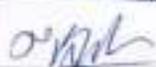
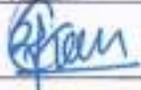
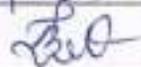

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Shahaji Law College, Kolhapur

Attendance for Administrative Training Programme on

..... Online Course Training

Date : 16/5/23

Sr. No	Name	Sign
1)	Kutheep V. Makate	
2)	Mrs. Dakare Mrs. S.	
3)	Shri. Gangaram S. Kamble	
4)	Kumbhar Mr. P.	
5)	Shri. Ashwin A. Shrivasthi	
6)	Kailas Rupraj Pawar	


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**ADMINISTRATIVE TRAINING PROGRAM/PROFESSIONAL
DEVELOPMENT PROGRAMME ON ONLINE COURSE TRAINING**

DATE-16-05-2023



GPS Map Camera

Kolhapur, Maharashtra, India

E Ward, Shahupuri, Kolhapur, Maharashtra 416001, India

Lat 16.699721°

Long 74.241443°

16/05/23 01:43 PM GMT +05:30

Google

**ADMINISTRATIVE TRAINING PROGRAM/PROFESSIONAL
DEVELOPMENT PROGRAMME ON ONLINE COURSE TRAINING**

DATE-16-05-2023





SHAHAJI LAW COLLEGE

(Affiliated to Shivaji University and Aided by Govt. of Maharashtra)

1090 'E' WARD SHAHUPURI, KOLHAPUR – 416 002

Approved by Bar Council of India

NAAC Accredited A

www.shahajilawcollege.com

prin.shahajilawcollege@gmail.com

Annual report of Professional Development Programme/Administrative Training Programme (2022-23)

For the academic year 2022-2023 the college has organised five Professional Development Programmes and Administrative Training Programmes for the teaching and non-teaching staff. All the teaching and non-teaching members were advised to attend these programmes. The idea was to support and develop their academic and administrative work. This year 55 teaching and 23 non-teaching staff got benefited from these programmes.

The following programmes were conducted:

Dates (from-to) (DD-MM-YYYY)	Title of the professional development program organised for teaching staff	Title of the administrative training program organised for non-teaching staff	No. of participants
13/9/2022		Formal Correspondence for Workstation	5
29/9/2022	Role of Administrative Staff in Accreditation Process	Role of Administrative Staff in Accreditation Process	15
04-03-2023	Imbibing Code of conduct among teachers		17
04-12-2023	How to Implement Social Reservation Policy	How to Implement Social Reservation Policy	23
16/5/2023	Online Course Training	Online Course Training	18

The programmes updated the teaching and non-teaching staff for NAAC process. In addition to that the code of conduct directed the teachers to improve their role being a teacher in the institution.


Coordinator
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(Principal)
SHAHAJI LAW COLLEGE, KOLHAPUR

Academic Year
2021-2022

The Council of Education's
SHHAJI LAW COLLEGE, KOLHAPUR

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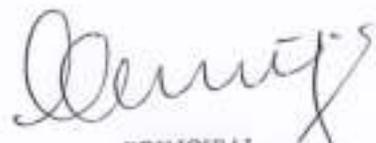
**Professional Development Program/Administrative Training Program on
FDP on Knowledge Sharing
Wednesday, 5th January, 2022**

Programme Sheet

11:00am to 11:15 am	Introduction of the Program
11:15 am to 11.30am	Introduction of the Guest (Dr. M. C. Sheikh)
11:30 am to 12:30 pm	Technical Session (Dr. Suchita Suragihalli)
12:30 pm to 12:45 pm	Interaction Session
12:45 pm to 01:00 pm	Vote of Thanks (Dr. Asmita Patil)


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Date: 03/01/2022

Shahaji Law College, Kolhapur

NOTICE

All the Teaching Staff are hereby informed that Professional Development Program on 'FDP on Knowledge Sharing' has been organized on 05/01/2022 at 11:00 a.m. in the Meeting Hall. All are required to attend the same without fail.


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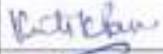
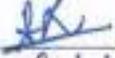
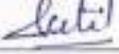
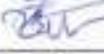
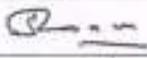
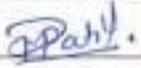



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Attendance for Professional Development Programme on
'F.D.P....a.n...knowledge...sharing..

Date: 5/1/22

Sr. No	Name	Sign
1)	Dr. M. C. Sheikh	
2)	Asst Prof Kirta K. Pawar	
3)	Prof. Pankaj S. V.	
4)	Dr. Surajihalli V. R.	
5)	Dr. Asmita Patil	
6)	Asst. Prof. S. P. Gawade	
7)	Asst. Prof. Sadiya Mulla	
8)	Kailas R. Pawar	
9)	Dr. S. R. Rasm	
10)	Asst. Prof. Deepthi Patil	


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**PROFESSIONAL DEVELOPMENT PROGRAM ON
FDP ON KNOWLEDGE SHARING**

DATE-05-01-2022



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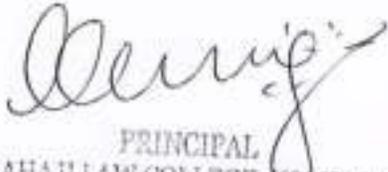
Organized

**Professional Development Program/Administrative Training Program on
CET Training Programme**

Saturday, 18th June, 2022

Programme Sheet

10:30am to 10:45 am	Introduction of the Program
10:45am to 11:00 am	Introduction of the Guest (Dr. Asmita Patil)
11:00am to 12:00 am	Technical Session (Dr. M. C. Sheikh)
12:00pm to 12:15 pm	Interaction Session
12:15pm to 12:30 pm	Vote of Thanks (Dr. Savita Rasam)


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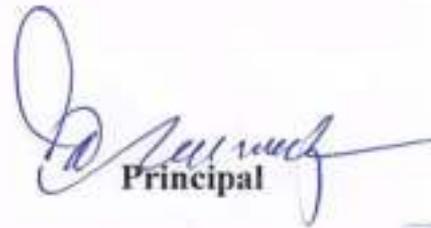

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Date: 15/06/2022

Shahaji Law College, Kolhapur

NOTICE

All the Teaching and Administrative Staff are hereby informed that Professional Development/Administrative Training Program on 'CET Training' has been organized on 18/06/2022 at 10:30 am in the Meeting Hall. All are required to attend the same without fail.


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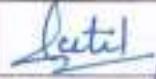
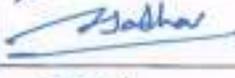
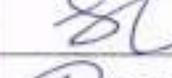
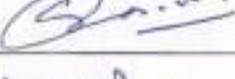
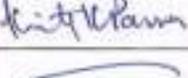
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Shahaji Law College, Kolhapur

Attendance for Professional Development Programme on

.....C.E.T.....Training Programme.....

Date : 18/6/22

Sr. No	Name	Sign
1)	Dr. Amrita Patil	
2)	Dr. M. C. Sheikh	
3)	Dr. Xiragihalli X. R.	
4)	Mr. S. V. Jadhav	
5)	Asst. Prof. Deepthi M. Patil	
6)	Dr. P. B. Patil	
7)	Asst. Prof. S. P. Gawade	
8)	Dr. Santh R. Ram.	
9)	Asst. Prof. Kirti K Pawar	
10)	Prof. Patakar S. Y.	


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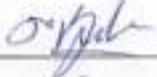
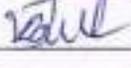

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Shahaji Law College, Kolhapur

Attendance for Administrative Training Programme on

.....CET Training Programme.....

Date : 18/6/22

Sr. No	Name	Sign
1>	Mrs. Dokare M.S.	
2>	Kumbhar N.P.	
3>	Kuldeep V. Matate	
4>	Kailas R. Pawar	


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ADMINISTRATIVE TRAINING
PROGRAM/PROFESSIONAL DEVELOPMENT
PROGRAMME ON CET TRAINING PROGRAM

DATE-18-06-2022



The Council of Education's
SHAHAJI LAW COLLEGE, KOLHAPUR

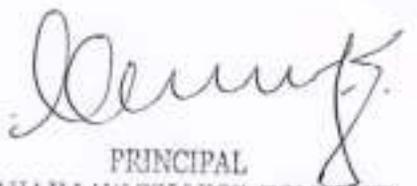
Organized

**Professional Development Program/Administrative Training Program on
Development of Soft Skills**

Saturday, 11th December, 2021

Programme Sheet

10:30am to 10:45 am	Introduction of the Program
10:45am to 11:00 am	Introduction of the Guest (Asst. Prof. Deepti Patil)
11:00am to 12:00 am	Technical Session (Dr. M. C. Sheikh)
12:00pm to 12:15 pm	Interaction Session
12:15pm to 12:30 pm	Vote of Thanks (Prof. S. V. Patki)


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Date: 08/12/2021

Shahaji Law College, Kolhapur

NOTICE

All the Teaching and Administrative Staff are hereby informed that Professional Development/Administrative Training Program on 'Development of Soft Skills' has been organized on 11/12/2021 at 10:30 am in the Meeting Hall. All are required to attend the same without fail.


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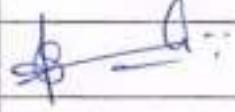
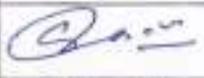
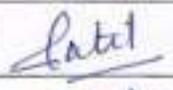
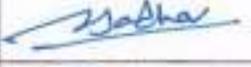
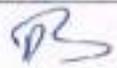
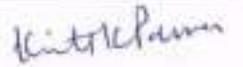


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Attendance for Professional Development Programme on
.....Development of soft skills.....

Date : 11/12/21

Sr. No	Name	Sign
1)	Dr. M. C. Sheikh	
2)	Dr. Surajilalli A. R.	
3)	Dr. Santa R. Reson	
4)	Dr. Armita Patil	
5)	Mr. S. V. Jadhav	
6)	Asst. Prof. Deepti M. Patil	
7)	Dr. Praneev Patil	
8)	Asst Prof S. P. Gawade	
9)	Prof. Pankaj S. R.	
10)	Asst. Prof Kirti K Pawar	


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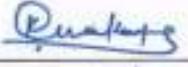
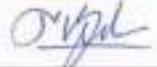
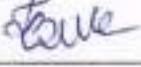
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Attendance for Administrative Training Programme on

Development of Soft Skills.....

Date : 11/12/2021.

Sr. No	Name	Sign
1)	Kutteep v. makote	
2)	Mrs. Dokare M.S.	
3)	Kumbhar N.P.	
4)	Kailas R. Pawar	


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Annual report of Professional Development Programme/Administrative Training Programme (2021-22)

Three Professional Development Programme and Administrative Training Programmes have been arranged by the college for both teaching and non-teaching staff for the academic year 2021-22. All the teaching and non-teaching members were required to attend that for the aim of supporting their academic work. This year 30 teaching and 8 non-teaching staff got benefited from this programme.

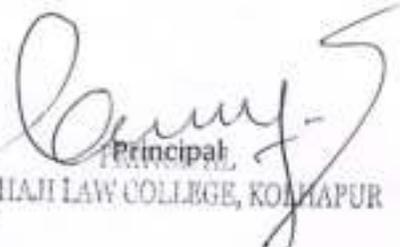
The following programmes were conducted:

Dates (from-to) (DD-MM-YYYY)		Title of the professional development program organised for teaching staff	Title of the administrative training program organised for non-teaching staff	No. of participants
2021-2022	01-05-2022	FDP On Knowledge Sharing		10
	18/6/2022	CET Training	CET Training	14
	12-11-2021	Development of Soft Skill	Development of Soft Skill	14

These programmes trained the teachers and non-teaching staff for CET admission process and improving their soft skills. By way of these programmes, it became easier for both the teaching and non-teaching staff to provide the detailed idea regarding the academic and administrative work.


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**Academic Year
2020-2021**

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Professional Development Program/Administrative Training Program on

How to Draft MCQ

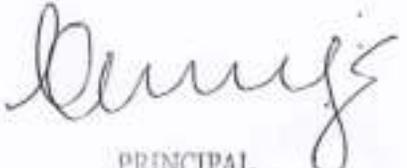
Thursday, 28th January, 2021

Programme Sheet

11:00am to 11:15 am	Introduction of the Program
11:15 am to 11.30am	Introduction of the Guest (Dr Asmita Patil)
11:30 am to 12:30 pm	Technical Session (Dr. Savita Rasam)
12:30 pm to 12:45 pm	Interaction Session
12:45 pm to 01:00 pm	Vote of Thanks (Asst. Prof. Kirti Pawar)


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Date: 25/01/2021

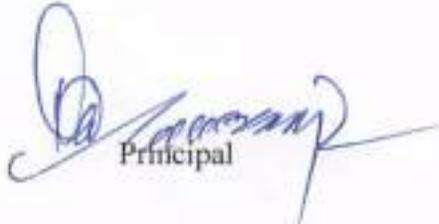
Shahaji Law College, Kolhapur

NOTICE

All the Teaching Staff are hereby informed that Professional Development Program on 'How to Draft MCQ' has been organized on 28/01/2021 at 11:00 a.m. on Google Meet. All are required to attend the same without fail.


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Attendance for Professional Development Program on

‘How to Draft MCQ’

Date: 28/01/2021

Sr. No	Name
1	Dr. R. Narayana
2	Dr. Praveen B. Patil
3	Dr. Savita R. Rasam
4	Dr. Moula C. Shaikh
5	Shri. Suhas V. Patki
6	Dr. Asmita P. Patil
7	Asst. Prof. Shripad Desai
8	Dr. Suchita R. Suragihalli
9	Shri. Kailash R. Pawar
10	Asst. Prof. Swati Gavade
11	Asst. Prof. Kirti Pawar
12	Asst. Prof. Megha Thombare
13	Asst. Prof. Samina Jamadar
14	Asst. Prof. Jyoti Shete


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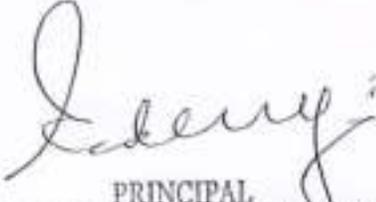
**Professional Development Program/Administrative Training Program on
Challenges of online exam
Thursday, 29th April, 2021**

Programme Sheet

10:00am to 10:15 am	Introduction of the Program
10.15am to 10.30am	Introduction of the Guest (Asst. Prof. Swati Gavade)
10:30 am to 11:30 am	Technical Session (Dr. Suchita Suragihalli)
11:30 am to 11:45 am	Interaction Session
11:45 am to 12:00 pm	Vote of Thanks (Asst. Prof. Megha Thombare)


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Date: 27/04/2021

Shahaji Law College, Kolhapur

NOTICE

All the Teaching Staff are hereby informed that Professional Development Program on 'Challenges of Online Exam' for Faculty has been organized on 29/04/2021 at 10:00 a.m. on Google Meet. All are required to attend the same without fail.



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SHAHAJI LAW COLLEGE, KOLHAPUR
Attendance for Professional Development Program on
'Challenges of Online Exam'

Date: 29/04/2021

Sr. No	Name
1	Dr. R. Narayana
2	Dr. Praveen B. Patil
3	Dr. Savita R. Rasam
4	Dr. Moula C. Shaikh
5	Shri. Suhas V. Patki
6	Dr. Asmita P. Patil
7	Asst. Prof. Shripad Desai
8	Dr. Suchita R. Suragihalli
9	Shri. Kailash R. Pawar
10	Asst. Prof. Swati Gavade
11	Asst. Prof. Kirti Pawar
12	Asst. Prof. Megha Thombare
13	Asst. Prof. Samina Jamadar
14	Asst. Prof. Jyoti Shete


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**PROFESSIONAL DEVELOPMENT PROGRAM ON
CHALLENGES OF ONLINE EXAM**

DATE-29-04-2021



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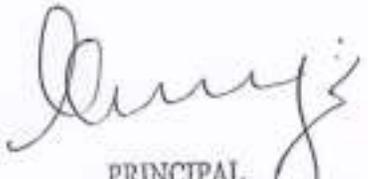
**Professional Development Program/Administrative Training Program on
Covid and mental health
Tuesday, 15th December, 2020**

Programme Sheet

11:00am to 11:15 am	Introduction of the Program
11:15 am to 11.30am	Introduction of the Guest (Asst. Prof. Jyoti Shete)
11:30 am to 12:30 pm	Technical Session (Dr. M. C. Sheikh and Ad. Abhijit Kapase)
12:30 pm to 12:45 pm	Interaction Session
12:45 pm to 01:00 pm	Vote of Thanks (Asst. Prof. Samina Jamadar)


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PRINCIPAL
SHAHAJI LAW COLLEGE, KOLHAPUR.

Date: 10/12/2020

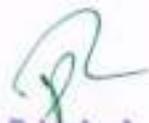
Shahaji Law College, Kolhapur

NOTICE

All the Teaching and Administrative Staff are hereby informed that Professional Development / Administrative Training Program on 'Covid and Mental Health' has been organized on 15/12/2020 at 11:00 a.m. on Google Meet. All are required to attend the same without fail.


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SHHAJI LAW COLLEGE, KOLHAPUR

Attendance for Professional Development Program on

‘Covid and Mental Health’

Date: 15/12/2020

Sr. No	Name
1	Dr. R. Narayana
2	Dr. Praveen B. Patil
3	Dr. Savita R. Rasam
4	Dr. Moula C. Shaikh
5	Shri. Suhas V. Patki
6	Dr. Asmita P. Patil
7	Asst. Prof. Shripad Desai
8	Dr. Suchita R. Suragihalli
9	Shri. Kailash R. Pawar
10	Asst. Prof. Swati Gavade
11	Asst. Prof. Kirti Pawar
12	Asst. Prof. Megha Thombare
13	Asst. Prof. Samina Jamadar
14	Asst. Prof. Jyoti Shete


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SHAHAJI LAW COLLEGE, KOLHAPUR
Attendance for Administrative Training Program on
'Covid and Mental Health'

Date: 15/12/2020

Sr. No	Name
1	Shri. K. V. Makote
2	Smt. Megha Dokare
3	Shir. S. D. Joshi
4	Shri. N. P. Kumbhar




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ADMINISTRATIVE TRAINING
PROGRAM/PROFESSIONAL DEVELOPMENT
PROGRAMME ON COVID AND MENTAL
HEALTH





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Annual report of Professional Development Programme/Administrative Training Programme (2020-21)

For the teaching and non-teaching staff, in the academic year of 2020-21, three Professional Development Programmes and Administrative Training Programmes were engaged by the college. All the teaching and non-teaching members were supposed to attend the programmes. The purpose was to support their academic and administrative work. This year 42 teaching and 4 non-teaching staff got benefited from this programme.

The following programmes were conducted:

Dates (from-to) (DD-MM-YYYY)		Title of the professional development program organised for teaching staff	Title of the administrative training program organised for non-teaching staff	No. of participants
2020-2021	28/1/2021	How to Draft MCQ		14
	29/4/2021	Challenges of Online Exam		14
	15/12/2020	Covid and Mental Health	Covid and Mental Health	18

The programmes mentioned above trained the teaching staff for online exam preparation. In addition to that it helped them to continue their overall well-being and positive mental health during covid period. Also, due to these programmes it became easier for the teachers to cope up with all the challenges that might come across while conducting online examination.

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**Academic Year
2019-2020**

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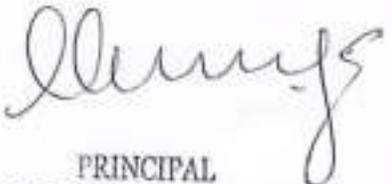
**Professional Development Program/Administrative Training Program on
Use of ICT Tools for Teaching
Wednesday, 22nd April, 2020**

Programme Sheet

10:00am to 10:15 am	Introduction of the Program
10.15am to 10.30am	Introduction of the Guest (Dr. P. B. Patil)
10:30 am to 11:30 am	Technical Session (Dr. Savita Rasam)
11:30 am to 11:45 am	Interaction Session
11:45 am to 12:00 pm	Vote of Thanks (Asst. Prof. Megha Thombare)


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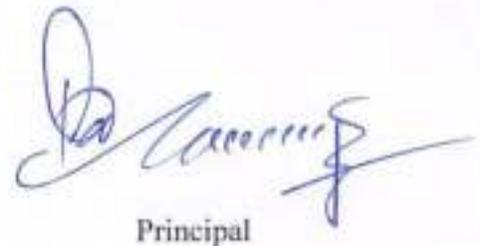

PRINCIPAL,
SHAHAJI LAW COLLEGE, KOLHAPUR

Date: 17/04/2020

Shahaji Law College, Kolhapur

NOTICE

All the Teaching Staff are hereby informed that Professional Development Program on 'Use of ICT Tools for Teaching' Faculty has been organized on 22/04/2020 at 10:00 a.m. on Google Meet. All are required to attend the same without fail.


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SHAHAJI LAW COLLEGE, KOLHAPUR
Attendance for Professional Development Program on
Use of ICT Tools for Teaching
Date: 22/04/2020

Sr. No	Name
1	Dr. R. Narayana
2	Dr. Praveen B. Patil
3	Dr. Savita R. Rasam
4	Dr. Moula C. Shaikh
5	Shri. Suhas V. Patki
6	Dr. Asmita P. Patil
7	Asst. Prof. Shripad Desai
8	Dr. Suchita R. Suragihalli
9	Shri. Kailash R. Pawar
10	Asst. Prof. Swati Gavade
11	Asst. Prof. Kirti Pawar
12	Asst. Prof. Megha Thombare
13	Asst. Prof. Samina Jamadar
14	Asst. Prof. Jyoti Shete

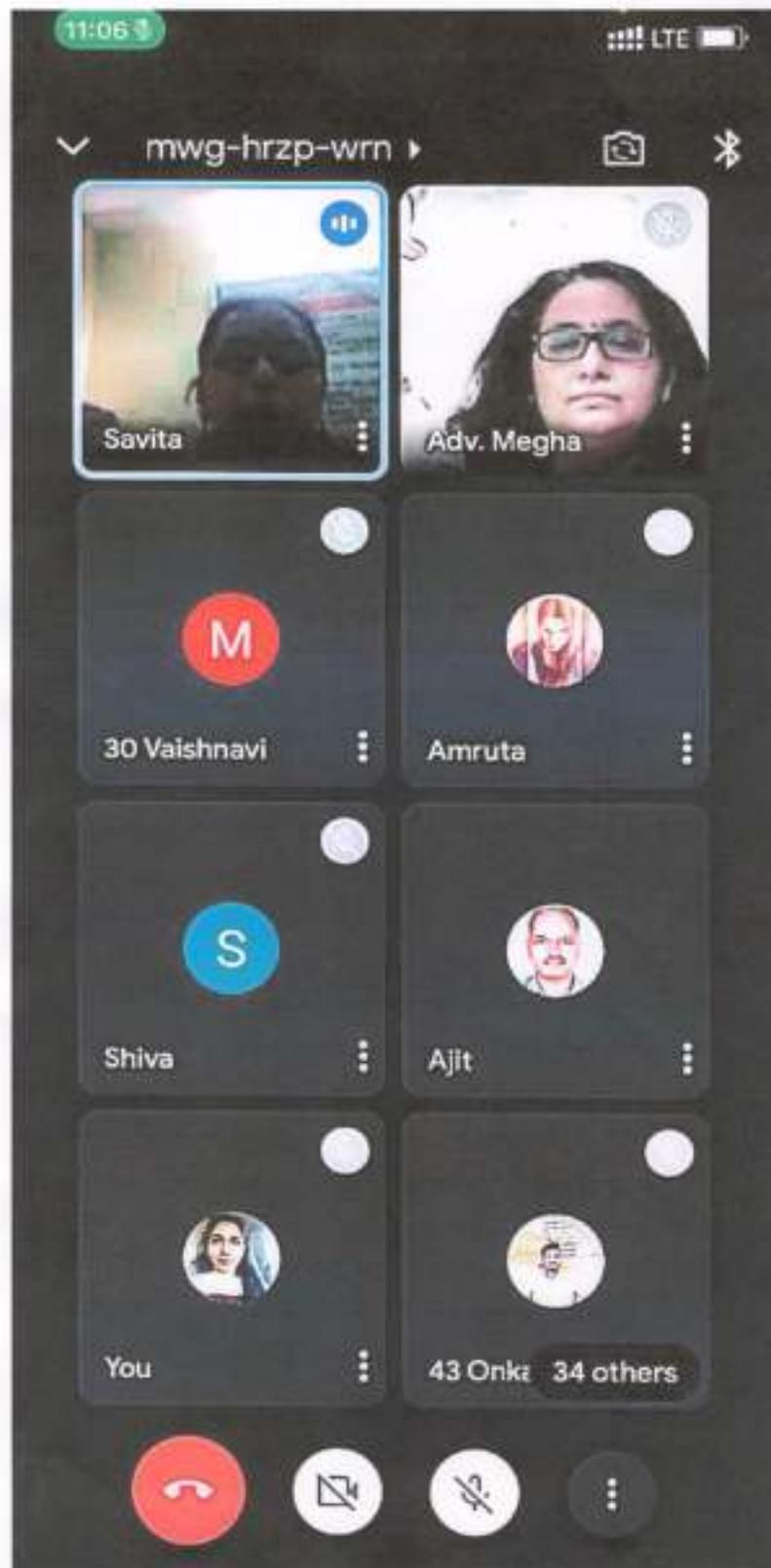

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Shahaji Law College, Kolhapur.

PROFESSIONAL DEVELOPMENT PROGRAM ON USE OF ICT TOOLS FOR TEACHING

DATE-22-04-2020



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**Professional Development Program/Administrative Training Program on
How to maintain and enhance teaching learning process**

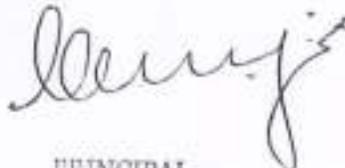
Tuesday, 26th May, 2020

Programme Sheet

11:00am to 11:15 am	Introduction of the Program
11:15 am to 11.30am	Introduction of the Guest (Dr. Asmita Patil)
11:30 am to 12:30 pm	Technical Session (Dr. R. Narayana)
12:30 pm to 12:45 pm	Interaction Session
12:45 pm to 01:00 pm	Vote of Thanks (Asst. Prof. Kirti Pawar)


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Date: 20/05/2020

Shahaji Law College, Kolhapur

NOTICE

All the Teaching Staff are hereby informed that Professional Development Program on 'How to maintain and Enhance Teaching Learning Process during Pandemic' has been organized on 26/05/2020 at 11:00 a.m. on Google Meet. All are required to attend the same without fail.


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**Attendance for Professional Development Program on
'How to maintain and Enhance teaching learning process
during pandemic'**

Date: 26/05/2020

Sr. No	Name
1	Dr. R. Narayana
2	Dr. Praveen B. Patil
3	Dr. Savita R. Rasam
4	Dr. Moula C. Shaikh
5	Shri. Suhas V. Patki
6	Dr. Asmita P. Patil
7	Asst. Prof. Shripad Desai
8	Dr. Suchita R. Suragihalli
9	Shri. Kailash R. Pawar
10	Asst. Prof. Swati Gavade
11	Asst. Prof. Kirti Pawar
12	Asst. Prof. Megha Thombare
13	Asst. Prof. Samina Jamadar
14	Asst. Prof. Jyoti Shete


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**Professional Development Program/Administrative Training Program on
Use of online resources for teaching**

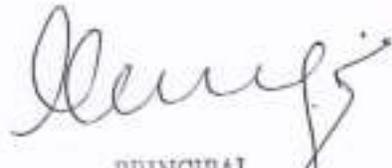
Thursday, 29th August, 2020

Programme Sheet

11:00am to 11:15 am	Introduction of the Program
11:15 am to 11.30am	Introduction of the Guest (Asst. Prof. S. V. Patki)
11:30 am to 12:30 pm	Technical Session (Dr. P. B. Patil)
12:30 pm to 12:45 pm	Interaction Session
12:45 pm to 01:00 pm	Vote of Thanks (Asst. Prof. Kirti pawar)


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Date: 17/08/2020

Shahaji Law College, Kolhapur

NOTICE

All the Teaching Staff are hereby informed that Professional Development Program on 'Use of online resources for teaching' has been organized on 20/08/2020 at 11:00 a.m. on Google Meet. All are required to attend the same without fail.


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SHAHAJI LAW COLLEGE, KOLHAPUR
Attendance for Professional Development Program on
'Use of online resources for teaching'
Date: 20/08/2020

Sr. No	Name
1	Dr. R. Narayana
2	Dr. Praveen B. Patil
3	Dr. Savita R. Rasam
4	Dr. Moula C. Shaikh
5	Shri. Suhas V. Patki
6	Dr. Asmita P. Patil
7	Asst. Prof. Shripad Desai
8	Dr. Suchita R. Suragihalli
9	Shri. Kailash R. Pawar
10	Asst. Prof. Swati Gavade
11	Asst. Prof. Kirti Pawar
12	Asst. Prof. Megha Thombare
13	Asst. Prof. Samina Jamadar
14	Asst. Prof. Jyoti Shete


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Annual report of Professional Development Programme (2019-20)

The college, in the academic year 2019-20 organised three Professional Development Programme for the teaching staff. All the teaching and non-teaching staff were instructed to attend the programmes for the purpose of supporting their academic work. This year 42 teaching staff got benefited from this programme.

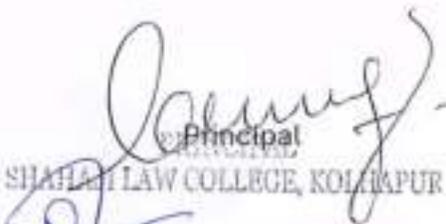
The following programmes were conducted:

Dates (from-to) (DD-MM-YYYY)	Title of the professional development program organised for teaching staff	No. of participants	
2019-2020	22/4/2020	Use of ICT Tools for Teaching	14
	26/5/2020	How to Maintain and Enhance Teaching Process during Pandemic	14
	20/8/2020	Use of Online Resources for Teaching	14

The programmes as mentioned above updated the teaching staff with latest ICT tools for conducting online lectures. These programmes were helpful for teaching staff during the covid period for teaching purposes. Also, they enabled the information regarding the use of online resources for teaching during lockdown and to provide good access of detailed information regarding the topic to the students.


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Academic Year
2018-2019

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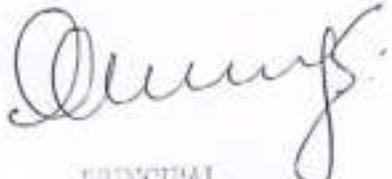
**Professional Development Program/Administrative Training Program on
SRPD handling office staff and faculty
Monday, 6th August, 2018**

Programme Sheet

10:30am to 10:45 am	Introduction of the Program
10:45am to 11:00 am	Introduction of the Guest (Dr. Suchita Suragihalli)
11:00am to 12:00 am	Technical Session (Dr. Savita Rasam)
12:00pm to 12:15 pm	Interaction Session
12:15pm to 12:30 pm	Vote of Thanks (Asst. Prof. S. P. Gavade)


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Date: 02/08/2018

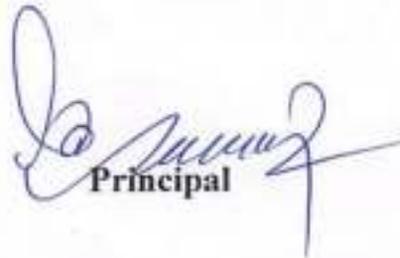
Shahaji Law College, Kolhapur

NOTICE

All the Teaching and Administrative Staff are hereby informed that Professional Development/Administrative Training Program on 'SRPD handling for Office Staff and Faculty' has been organized on 06/08/2018 at 10:30 am in the Meeting Hall. All are required to attend the same without fail.


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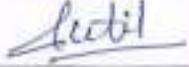
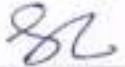
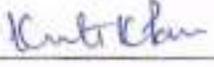

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Attendance for Professional Development Programme on

S.R.P.D... Handling for Office staff & Faculty

Date : 06/08/2018

Sr. No	Name	Sign
1)	Dr. Armita Patil	
2)	Dr. Suchita Suragichalle	
3)	Dr. M.C. Sheikh	
4)	Dr. P.B. Paw	
5)	Asst. Prof. S.P. Gawade	
6)	Dr. Savita R. Resam	
7)	Prof. Pather S.V.	
8)	Asst. Prof. Kunti K. Pawar	


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Kolhapur.



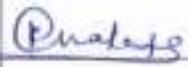
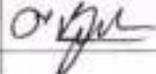
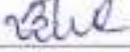

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Attendance for Administrative Training Programme on

S.R.P.R. handling. Prov. office staff and Faculty...

Date : 6/08/2018.

Sr. No	Name	Sign
1)	Kuldeep V. Matate	
2)	Mrs. Dokare T. S.	
3)	Kumbhar N. S.	
4)	Kailas R. Pawar	


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Professional Development Program/Administrative Training Program on
Library Handling of new editions and titles

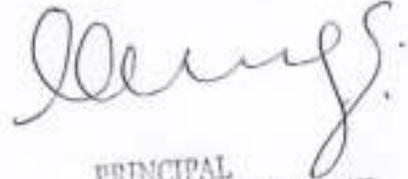
Tuesday, 5th February, 2019

Programme Sheet

10:30am to 10:45 am	Introduction of the Program
10:45am to 11:00 am	Introduction of the Guest (Mr. K V. Makote)
11:00am to 12:00 am	Technical Session (Dr. Kailas Pawar)
12:00pm to 12:15 pm	Interaction Session
12:15pm to 12:30 pm	Vote of Thanks (Mrs. M. S. Dokare)


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Date: 01/02/2019

Shahaji Law College, Kolhapur

NOTICE

All the Administrative Staff are hereby informed that an Administrative Training Program on 'Library Handling of New Editions and Titles for Library Attendance' has been organized on 05/02/2019 at 10:30 am in the Meeting Hall. All are required to attend the same without fail.


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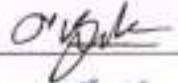
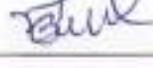
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Shahaji Law College, Kolhapur.

Shahaji Law College, Kolhapur

Attendance for Administrative Training Programme on

Library Handling of New Editions And.....
Titles for Librarian Attendants.

Date: 05/02/2019.

Sr. No	Name	Sign
1)	Kutkap V. Matote	
2)	Mrs. Dokare M.S	
3)	Kumbhar N. P.	
4)	Karig S R. Pawar	


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**Professional Development Program/Administrative Training Program on
Effective power point presentation skills**

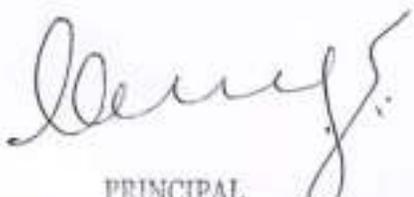
Saturday, 23rd February, 2019

Programme Sheet

10:30am to 10:45 am	Introduction of the Program
10:45am to 11:00 am	Introduction of the Guest (Asst. Prof. S. V. Patki)
11:00am to 12:00 am	Technical Session (Prof. Shivbhushan Jadhav)
12:00pm to 12:15 pm	Interaction Session
12:15pm to 12:30 pm	Vote of Thanks (Asst. Prof. Kirti Pawar)


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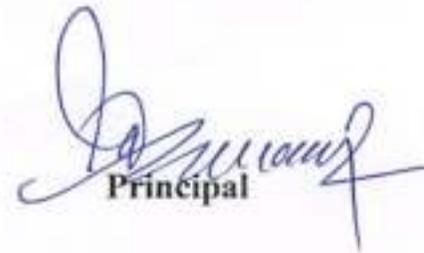

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Date: 19/02/2019

Shahaji Law College, Kolhapur

NOTICE

All the Teaching Staff are hereby informed that Professional Development Program on 'Effective Power Point Presentation Skills' has been organized on 23/02/2019 at 10:30 am in the Moot Court Hall. All are required to attend the same without fail.


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Shahaji Law College, Kolhapur

Attendance for Professional Development Programme on
Effective Power Point Presentation Skills...

Date : 23/02/2019

Sr. No	Name	Sign
17	Dr. Suragichalli X.R.	AK
27	Dr. Amrita Patil	Amrita
37	Mr. Shubhakar, V. Jadhav	Shubhakar
47	Dr. M. C. Sheikh	M. C. Sheikh
57	Dr. P. B. Patil	P. B. Patil
67	Asst. Prof. Swati Gawade	Swati
77	Dr. Santa R. Reson	Santa
87	Prof. Pankaj Sir.	Pankaj
97	Asst. Prof. Kirti K Pawar	Kirti Pawar
107	Kailas R. Pawar	Kailas


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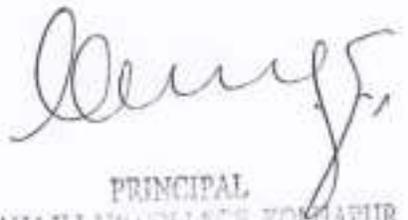
**Professional Development Program/Administrative Training Program on
How to use excel effectively
Saturday, 23rd February, 2019**

Programme Sheet

10:30am to 10:45 am	Introduction of the Program
10:45am to 11:00 am	Introduction of the Guest (Mr. K. V. Makote)
11:00am to 12:00 am	Technical Session (Dr. Kailas Pawar)
12:00pm to 12:15 pm	Interaction Session
12:15pm to 12:30 pm	Vote of Thanks (Mrs. M. S. Dokare)


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Date: 19/02/2019

Shahaji Law College, Kolhapur

NOTICE

All the Administrative Staff are hereby informed that an Administrative Training Program on 'How to Use Excel Effectively' has been organized on 23/02/2019 at 10:30 am in the Meeting Hall. All are required to attend the same without fail.


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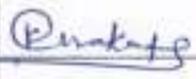
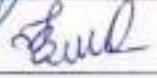
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Shahaji Law College, Kolhapur.

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Attendance for Administrative Training Programme on

How to Use Excel Effectively.....

Date : 23/02/2019

Sr. No	Name	Sign
1)	Kumbhar N. P.	
2)	Kuldeep V. Makate	
3)	Mrs. Dakore Mrs. S.	
4)	Kailas Ruprao Pawar	


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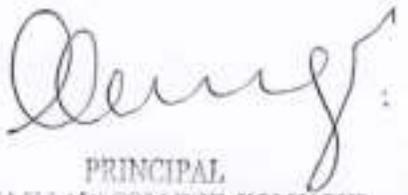
**Professional Development Program/Administrative Training Program on
Training on research ethics
Thursday, 14th March, 2019**

Programme Sheet

10:30am to 10:45 am	Introduction of the Program
10:45am to 11:00 am	Introduction of the Guest (Dr. Asmita Patil)
11:00am to 12:00 am	Technical Session (Dr. P. B. Patil)
12:00pm to 12:15 pm	Interaction Session
12:15pm to 12:30 pm	Vote of Thanks (Asst. Prof. Kirti Pawar)


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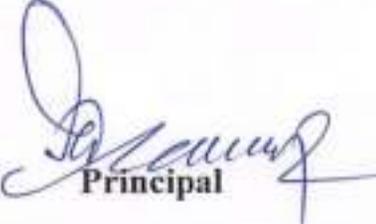

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Date: 11/03/2019

Shahaji Law College, Kolhapur

NOTICE

All the Teaching Staff are hereby informed that Professional Development Program on 'Training on Research Ethics' has been organized on 14/03/2019 at 10:30 am in the Moot Court Hall. All are required to attend the same without fail.


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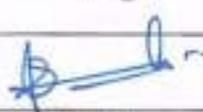
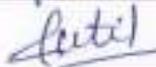
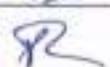
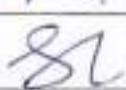
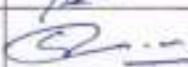
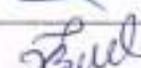
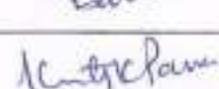


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Attendance for Professional Development Programme on
Training...on...Research Ethics.....

Date : 14/03/2019

Sr. No	Name	Sign
1)	Dr. M. C. Sheikh	
2)	Dr. Ashmita Patil	
3)	Dr. P. B. Patil	
4)	Asst. Prof. S. P. Gawade	
5)	Dr. Anshika Suragichalli	
6)	Dr. Savita R. Ramani	
7)	Prof. Bhanu S. M.	
8)	Kailas Ruprao Pawar	
9)	Asst. Prof. Kanti K. Pawar	


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Annual report of Professional Development Programme /Administrative Training Programme (2018-19)

The five Professional Development Programme and Administrative Training Programme for the teaching and non-teaching staff were organised by the college. All the teaching and non-teaching members were instructed to attend the programmes. The purpose was to enhance their academic and administrative work. This year, 27 teaching and 12 non-teaching staff got benefited from this programme.

The conducted programmes are as follows:

Dates (from-to) (DD-MM-YYYY)		Title of the professional development program organised for teaching staff	Title of the administrative training program organised for non-teaching staff	No. of participants
2018-2019	08-06-2018	SRPD Handling for Office Staff and Faculty	SRPD Handling for Office Staff and Faculty	12
	02-05-2019		Library Handling of New Editions and Titles for Library Attendance	4
	23/2/2019	Effective Power Point Presentation Skills		10
	23/2/2019		How to use Excel Effectively for Administrative Staff	4
	14/3/2019	Training Research Ethics		9

The teaching staff had access to ICT skills through the programs mentioned above. These skills are useful for the contemporary teaching and learning process. It also develops the research skills which is the need of an hour. Such skills enhance the ability to go into the depth of the topic and learn more and makes the learner more capable.

Coordinator
IQAC

Shahaji Law College,
Kolhapur.



Principal

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