



Ref. No. DBCOP/IQAC/2019-20/16

Date: - 04/01/2020

IQAC Circular

All DBCOP supporting staff members are hereby informed that, a guest lecture on **“Importance and Techniques of Inter Personal Relation at Workplace”** is organized by IQAC on Friday, 10th January 2020 by Dr. S.N. Pathan.

All are requested to attend the lecture at DBCOP conference hall.




PRINCIPAL
Dr. (Mrs.) Ujwala Mahajan
PRINCIPAL
DADASAHEB BALPANDE COLLEGE
OF PHARMACY, BESA, NAGPUR - 37

Copy to: Academic In-Charge/ Admin Office
ADMIN/NOTICE/19-20



By Hand

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Ambe Durga Education Society's
Dadasaheb Balpande College of Pharmacy (DBCOP)
Near Swami Samarth Mandir, Besa, Nagpur-37.

ATTENDANCE RECORD
Non-Teaching Staff

Program details: Guest lecture on "Inter personal Relations at Work place"
Date: 12-01-2020 Venue: DBCOP Conference Hall

S.N.	Name	Designation	Signature
01	Vaishali A. Gokhale	Lab. Att.	<u>[Signature]</u>
02	Dipmala P. Waghmare	Lab Technician	<u>[Signature]</u>
03	Touphi K. Bholwankar	Lab assistant	<u>[Signature]</u>
04	Mohan L. Ganes	Lab. Technician	<u>[Signature]</u>
05	Rahul S. Bayade	Lab. Assistant	<u>[Signature]</u>
06	Rohit A. Peshram	Lab. Assistant	<u>[Signature]</u>
07	Chetan R. Thakre	Lab Assistant	<u>[Signature]</u>
08	Rafiq. Shaikh	Driver	<u>[Signature]</u>
09	T.H. Bisen	storekeeper	<u>[Signature]</u>
10	Sanjay Dagele	Accountant	<u>[Signature]</u> 10/11/2020
11	Manoj N. Dhonde	peon	<u>[Signature]</u> 10/11/2020
12	Sheshraj Wath	Clerk	<u>[Signature]</u>
13	M. Gadge	Librarian	<u>[Signature]</u> M. Gadge
14	Rahul D. Gawande	Library Assistant	<u>[Signature]</u>
15	Priyanka Pilankar	Lab Assistant	<u>[Signature]</u>
16	Ms. Chetana N. Tekam	Admin HR	<u>[Signature]</u> 10/11/2020
17	Ms. Seema R. Rambhad	Clerk	<u>[Signature]</u>
18	Viplav Hadke	Clerk	<u>[Signature]</u>



Feedback From Guest Faculty

Name of Faculty: Dr. S. N. Jethani
Topic: Motivation, Improve your Behaviour
Date: 10.1.2020

Your Feedback is valuable for us to make teaching-learning process more effective. Kindly provide your feedback in following format.

Mark against each item using the following parameters wherever applicable.

Excellent = [E] 5 Marks, Very Good = [V] 4 Marks, Good = [G] 3 Marks, Satisfactory = [S] 2 Marks, Unsatisfactory = 1 Mark [U]

S.N.	Parameters	Evaluation				
		E	V	G	S	U
01	How would you rate student interaction during your Lecture?	✓				
02	How would you rate knowledge level of Staff?	✓				
03	Do you think, topic selected for discussion is helpful to bridge the gap between academics and industry? If yes, please rate accordingly.		✓			
04	How do you rate support facilitated by institution for organizing Lecture?	✓				
05	Kindly suggest knowledge areas where Staff need to improve. <u>Organised lectures as well.</u>					
06	Please advise us on improvement in teaching learning process. <u>Scholarship</u>					
07	Any other suggestions: <u>All are participating as well.</u>					

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20

Name and Signature

Dadasaheb Balpande College of Pharmacy (DBCOP), Besa, Nagpur

Mahajan
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Feedback Analysis Report

Inter Personal Relation at Work Place

Date: - 10/01/2020

Name: - Dr. S. N. Pathan

Total Participants Present	Feedback Form Received	Marks Obtained	Out of	Percentage
21	21	378	420	$378/420 \times 100 = 90\%$

90% Satisfaction

Feedback Analysis Report Submitted By



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Near Swami Samarth Dham Mandir, Besa, Nagpur - 440037

Accredited by NAAC & AICTE-CII "PLATINUM" RANK

- Approved by A.I.C.T.E., P.C.I., D.T.E., & Govt. of Maharashtra
- Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

Founder: - Late Shri Dadasaheb alias Vitthalrao C. Balpande



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President: Shri Manoj V. Balpande

Principal: Dr.(Mrs) Ujwala Mahajan

Ref. No. / DBCOP/ 4751-A / 2019-20

Date: 10th January 2020

Thanks Giving Letter

To,
Dr. S. N. Pathan
MCED, Nagpur

Dear Sir,

Greetings

On behalf of Management Supporting Staff of Dadasaheb Balpande College of Pharmacy, Besa, Nagpur, I would like to extend our heartfelt thanks for sharing your valuable knowledge with our Supporting Staff during guest lecture on "Inter Personal Relations at Work Place" organized by DBCOP on 10th January 2020.

Looking forward for your support in future as well.

Thanking You!

Regards,

Ujwala Mahajan

Dr (Mrs.) Ujwala Mahajan
Principal
DBCOP, Besa, Nagpur.

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Sathar*

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President: Shri Manoj V. Balpande

Principal: Dr.(Mrs) Ujwala Mahajan

Ref. No. / DBCOP/ 4750-A / 2019-20

Date: 07th January 2020

To,
Dr. S. N. Pathan
MCED, Nagpur.

Subject: Invitation as a speaker during guest lecture on **"Inter Personal Relations at Work Place"** organized by DBCOP on 10th January 2020 -regd.

Dear Sir,

As you are aware, Dadasaheb Balpande College of Pharmacy Besa, Nagpur is one of the premier institutions in Central India for offering quality education in Pharmaceutical Sciences. We aimed to be the best Pharmacy institute in Central India. In this connection we regularly organize awareness programs to upgrade knowledge of our Supporting staff members to give them larger exposure.

With this reference, it gives me an immense pleasure to invite you as a speaker during guest lecture on **"Inter Person Relations at Work Place"** organized by DBCOP on 10th January 2020.

Looking forward for your positive confirmation to our invitation

Regards,


Dr (Mrs.) Ujwala Mahajan
Principal
DBCOP, Besa, Nagpur.

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Program / Celebration Report

Name of the Program Conducted: Inter Personal Relation at Work Place.

Sponsored by: NA

Date: 10 Jan 2020

Venue: Seminar Hall, Dadasaheb Balpande College of Pharmacy.

Relevance to Pos: II, III, V, VI, VII, VIII, IX, XI

Objectives: To supporting staff members on Inter Personal Relation.

Beneficiary: All supporting staff members.

Program organizing committee: Internal Quality Assurance Cell, DBCOP.

Abstract of address delivered by Guests, Chief Gust, Guest of Honor, and President of the Function.

One day program was organized on Interpersonal Relations in Workplace. Main objective of the program was to train staff members on Interpersonal Relations. A reknown motivator, Dr. S. N. Pathan was guest speaker on the topic. He had highlighted meaning and importance of Interpersonal Relation in work place. Session was very interactive and supporting staff members have discussed their problems with Dr. S. N. Pathan.

Outcome (Feedback Analysis): Feedback was taken on effectiveness of the session. This feedback was analysis and details analysis are attached with this report.

Attachments needed: -

1. Program Schedule.
2. Photographs
3. Attendance record.
4. Feedback Analysis.
5. Official communication.


Recorded by:
Dr. Ajay G. Pise




Dr. Ujwala Mahajan
Principal
DBCOP, Besa, Nagpur

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