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Amrit Mahotsav



**Rayat Shikshan Sanstha's  
Dr. Patangrao Kadam Mahavidyalaya, Ramanandnagar (Burli)  
Report of**

**One day institutional level workshop for teaching faculty, non-teaching staff on  
"Role and responsibility of support staff : In depth" on Friday 20<sup>th</sup> May 2022  
Organized by Department of Library Collaboration with SUCLA**

The department of Library collaboration with SUCLA (Shivaji University College Librarian Association) of the college had organized a One day institutional level workshop for teaching faculty, non-teaching staff on "Role and responsibility of support staff : In depth" on Friday 20<sup>th</sup> May 2022.

The program was inaugurated by Principal Dr. L.D. Kadam with a tribute to the founder of institution Padmabhushan Dr. Karmaveer Bhaurao Patil and Late Shree Patangrao Ji Kadam." Dr. Namita P. Patil Librarian gave the prologue of workshop and introduction of resource person gave by Mr. S.S. Soundade (Office superident)

The purpose to organized the workshop was to awareness among the teaching and non-teaching faculty about the "Role and responsibility of support staff". Mr. B.M. Shinde Office Superident, Rajarshi Chhatrapati Shahu College Kolhapur, described the role and duties of the particular staff he said that the college office administrator plays a key role in the smooth running of the college office. In the second session Mr. P. L. Thorwade Junior Stenographer, Balwant College Vita has explained that the college office is responsible for supporting the college's governance structure; for the preparation and dissemination of information concerning college committees, personnel and procedures, formal occasions and internal news; and for dealing with enquiries.

Principal Dr. L.D. Kadam sir gave the presidential remark they said that Academic administrators are responsible for overseeing aspects of teaching and learning on campus. Junior clerk Mr. Ganesh Patil delivered the vote of thanks.

**Output of workshop**

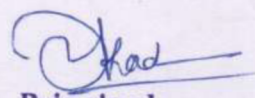
- To provide proper education to students.
- To Ensure the Adequate Utilization Of All Resources.
- To Ensure Professional Ethics and professional development among teachers

**Beneficiaries**

Total no. of teaching faculty, non teaching staff: 36

  
Programme Co-Ordinator



  
Principal,  
Dr. Patangrao Kadam Mahavidhyalaya,  
Ramanandnagar (Burli)  
Tal. Palus, Dist. Sangli.

Photos of One day institutional level workshop for teaching faculty, non-teaching staff on "Role and responsibility of support staff : In depth" on Friday 20<sup>th</sup> May 2022



Dr. Namita Patil Librarian gave prologue the workshop.



Resource person Mr.P.L.Thorwade Balwant college Vita, Junior stenographer gave the guidance to the non teaching staff.



Resource person Mr. B.M. Shinde Office Superident, Rajarshi Chhatrapati Shahu College Kolhpaur gave the details of administrative work.



Prin. Dr. L.D. Kadam gave Presidential address.

*Cheti*  
Programme Co-Ordinator  
Dr. Namita P. Patil



*L.D. Kadam*  
Principal,  
Dr. Patangrao Kadam Mahavidhyalaya,  
Ramanandnagar (Burli)  
Tal. Palus, Dist. Sangli.