

Dr. Madhukarrao Wasnik PWS Arts & Commerce College, Nagpur

2.5.2 Mechanism to deal with examination related grievances is transparent, time bound and efficient.

- College maintains complete transparency regarding internal assessment. The process is continuous as guided by the college principal and decided in the college staff council and IQAC time to time
- At the beginning of the sessions teachers inform students about the examination pattern of the semester system
- A syllabus of the same which is available on the university website is given to students or help them download it.
- College conducts two unit tests in each semester and due to Covid 19 the university examinations are given to college level. Therefore, college bring out schedule for the examination which is given to students one month before on the notification of RTM Nagpur University.
- Unit tests marks are given to students in the classroom and also displayed in the respective departments.
- Students are given a schedule to submit their assignments to the respective subject teachers and viva voce is conducted as per the schedule considered in the Academic Calendar.
- Internal marks are submitted to the RTM Nagpur university online portal within the dates given by the university.
- University Semester Examination was conducted online mode for the current session. Principal appoints Examination incharge who assign duties to college teachers as online invigilators who sends exam links to college students on the certain groups (WhatsApp) and ensure submission of exam within the time limit. They help students in case of any submission related issues.
- The current examination was conducted online with objective type. Subject teachers were asked to submit their objective type question bank of 120 questions out of which 40 questions were randomly selected for the exam. Moderation and selection is done by the Head of the each department.
- The external marks i.e. marks obtained by the candidates through their online examinations are downloaded and crosschecked by the college subject teachers as examiners.
- The external marks are uploaded to RTM Nagpur university examination portal within the deadline given by the university.
- The students who were unable to appear in the examination due to technical faults, University gives another schedule to conduct reexam of such candidates. College conducts examination for such students and upload their marks to the university portal.

- Rest of the absentees are asked to appear in the supplementary examination in the next semester examination.

Examination Related Grievances:

- College appoints Incharge of examination and an examination committee which is responsible for smoothly conducting of examination.
- Examination related grievances of students are received by the principal through application. The concern examination committee member is given task to address the student's grievances.
- College admin staff look into student's submission of examination form, distribution of hall tickets to students. Any problem of students related subject change or change in name is instantly addressed by College admin staff by proper channel representation to Examination Department of RTM Nagpur university.
- Once university results are out, and if students locates Mark sheets related issues, are also received by the college principal through application. Principal directs examination committee members and concern college clerk to address the problem by proper channel representation to the Director of Examination and valuation of RTM Nagpur University.

Students' Orientation about Examination/

In the classrooms teachers organizes interactive sessions and group discussions on regular basis to ensure maximum participation. Such sessions helps teachers diagnose student's strengths and weaknesses. Accordingly they further plan their class teaching schedule for students' improvements. Students are provided with study material or web links for further study.

A schedule of Unit test is always given in the college Academic Calendar:

Academic Calendar 2021-22.pdf - Adobe Reader		
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7)	N.S.S. FOUNDATION DAY	: 24.09.2021
8)	N.S.S. CAMP	: N.S.S. Outdoor Camp for 07 days. (in between Oct.-21 to Jan.-2022)
9)	COLLEGE UNIT TEST	:
	A) First Session	:
	1) 1st Unit Test	: 1st Week of August, 2021
	2) 2nd Unit Test	: 1st Week of October, 2021
	B) Second Session	:
	1) 1st Unit Test	: 1st Week of January, 2022
	2) 2nd Unit Test	: 1st Week of March, 2022
10)	COLLEGE ANNUAL TEST EXAMS.	: 2nd Week of March, 2022
SPECIAL INSTRUCTIONS :-		
1) All efforts should be made to achieve more than 180 teaching days in Annual Pattern and 90 days in Semester Pattern.		

http://www.pwscollge.edu.in/uploaded_files/Academic_Calender_2021-22.pdf

1. Annual Self-Disciplined Study Programme by Dept. of Hindi

2. Sustainable Study (Nirantar Adhyan Upakram) organised for College Students

Reading is very important in the student life, it is continuing process, so the reading habits should be increase among the students that moto taken consideration and arranged 13 March 14 March and 15 March Three-day program sustainable study for the college students in Siddharth Auditorium. In this activity time to time teachers orient students about importance of study and examination. There were many students took participation and continues study for three days.





3. Student's Seminar on the new syllabus for new session on 04/08/2017

The department of Sociology organized a seminar on the changed syllabus of B.A. First year and M.A. First year class. Head of Sociology Department Dr. K. P. Tagde given an idea on the changed syllabus and explained the new aspect of the syllabus. There were 45 students present in this event.

4. Student Group Discussion by Dept of Economics

Group Discussion for M.A. IInd & IVth Sem. Students on the various subjects was held on 13rd March 2018. In the conclusion students were found that oral presentation, Communication Skill, Personality could be developed.



5. Workshop on Competitive examination (16/09/2017)



Social science departments of the college organized one day workshop on preparation for competitive examination. Nr. Shekhar Vaidya, from IT services was invited as the resource person.

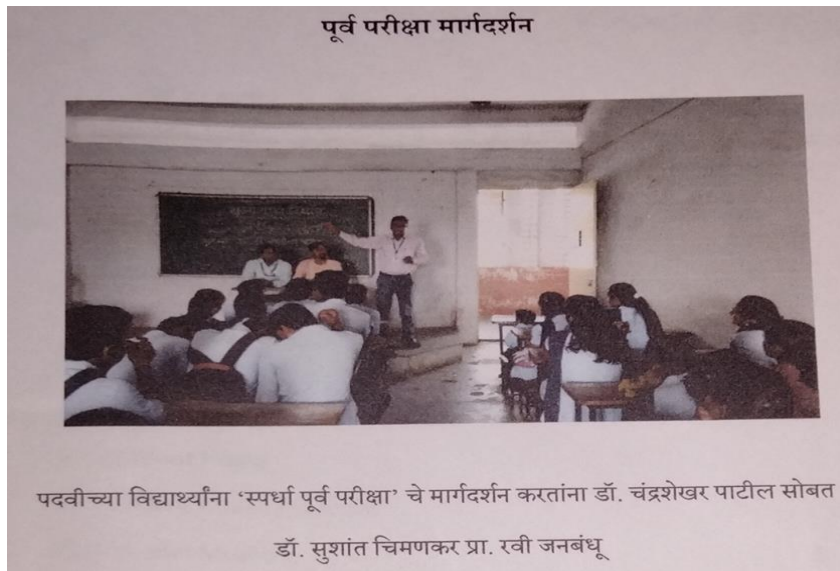
6. Group discussion by Dept. of History (15/02/2018)

Department of History organized one day discussion session or PG students. 17 students from the department read their research paper. At the end teachers of the department oriented students about research paper writing and oriented them about final examination.



7. Examination Orientation workshop by Dept. of Political Science (15/02/2018)

Dept. of Political science organized one day orientation programme for examination. The workshop was organized to solve students queries related examination since the new bar code system was introduced in the answer sheets. Also students in senior colleges need to write answers differently than they were writing in the previous schooling. Dr. C.S. Patil from the dept. of History was invited as the resource person. To remove the fear of senior college examination was also the motif before organizing this orientation.



8. Pre-examination Orientation Workshop by Department of Hindi (16/10/2018)

Since the university examination pattern has changed recently with the changing syllabus. University decided to give only one answer sheet, no additional supplement answer sheet was further given. Dept. of Hindi felt to orient students about the examination pattern. Dr. Sudesh Bhowate from Dept. of English who worked as the Examination Supervisor earlier was invited as the resource person. Also Dr. Megha Ramteke was invited to motivate students for studies.

9. One week Workshop on Handwriting and Grammar by Dept. of Marathi (10/03/2019)

Dept. of Marathi organized one week workshop for students of college to improve handwriting and Marathi Grammar. Students should be able to write impressive articles with correct spellings and also perform impressively in examination.

10. Workshop on new syllabus 23/07/2018:-

The department of Sociology organized a seminar on the syllabus of B.A. Second year and M.A. Second year classes. Head of Sociology Department Dr. K.P. Tagde given an idea on the syllabus and explained the new aspect of the syllabus. There were 73 beneficiaries present in that event. The vote of thanks given by the Senior Lecturer Manohar Yerkekar.

11. Guest Lecture on "Resume Writing" (30/08/2018)

The department of English organized a Guest Lecture on Resume Writing on Aug 30, 2018. Dr. Renuka Roy from Porwal College, Kamptee was invited as a Guest Speaker on the occasion. She gave a power point presentation covering different aspects of resume writing. The object of the programme was to acquaint the students with skills of writing good resume as it is not only the part of syllabus but it also essential for the students will be applying for various jobs. 37 students participated attended the lecture.

12. Three Day sustainable Study Activity (4th to 6th February 2019)

Department of Library organized three day sustainable study programme for students. Taking inspiration from Dr. Ambedkar who used to study for 21 hour during his academic life. College students to inculcate habit of long hour study was the motif of the organisers. A three day annual sustainable activity was organized around 50 students participated in the activity.



13. Workshop on Syllabus 03/12/2019

Department of Economics of Dr. Madhukarrao Wasnik P.W.S. Arts and Commerce College and Jawaharlal Nehru Arts and Commerce College jointly organised workshop on syllabus of UG and PG on 03/12/2019. Dr. Sneha Deshpande, Head, Department of Economics, R.T.M. Nagpur University was the keynote speaker for the curriculum-based workshop. She guided the postgraduate course.



14. Symposium on Book of Adam Tooze 11/12/2019

Department of Economics of Dr. Madhukarrao Wasnik P.W.S. Arts and Commerce College and Vidarbha Arthshatra Parishad jointly organised a Symposium on the Book of Adam Tooze. Dr. Mrinalini Fadnavis, Vice-Chancellor of Punyashlok Ahilyabai Holkar Solapur University, was present as special guest for this seminar. Dr. Srinivasa Khandewale, Senior

Economist, Vidarbha was the chief guest of the seminar. Keynote Speaker was Dr. Aparna Samudra Professor, Department of Economics R.T.M. Nagpur University, Nagpur.



15. Examination Oriented Workshop (22/10/2019)

Dept. of Hindi organized one day workshop for students on University Examination orientation. HoD Dr. Mithilesh Awasthi and faculty Dr. Sumedh Nagdewe oriented students with different aspects of the examinations also they oriented students for higher studies.

16. Guest Lecture by Dr. Scott Stroud (15/01/2020)

Dept. of Dr. Ambedkar thought and pali organized one day guest Lecture on John Dewey and Dr. Ambedkar's Pragmatism". Dr. Scott Stroud of Moody College of Communication, University of Texas at Austin, USA who happened to be in the city was invited to talk on the topic.



Dr. Madhukarrao Wasnik
P.W.S. Arts and Commerce College, Nagpur-26
Pali and Dr. Ambedkar Thought Research and Study Centre



--: Guest Lecture by :-
Hon'ble Dr. Scott R. Stroud
 Moody College of Communication
 University of Texas at Austin (U. S. A.)

15th January 2020

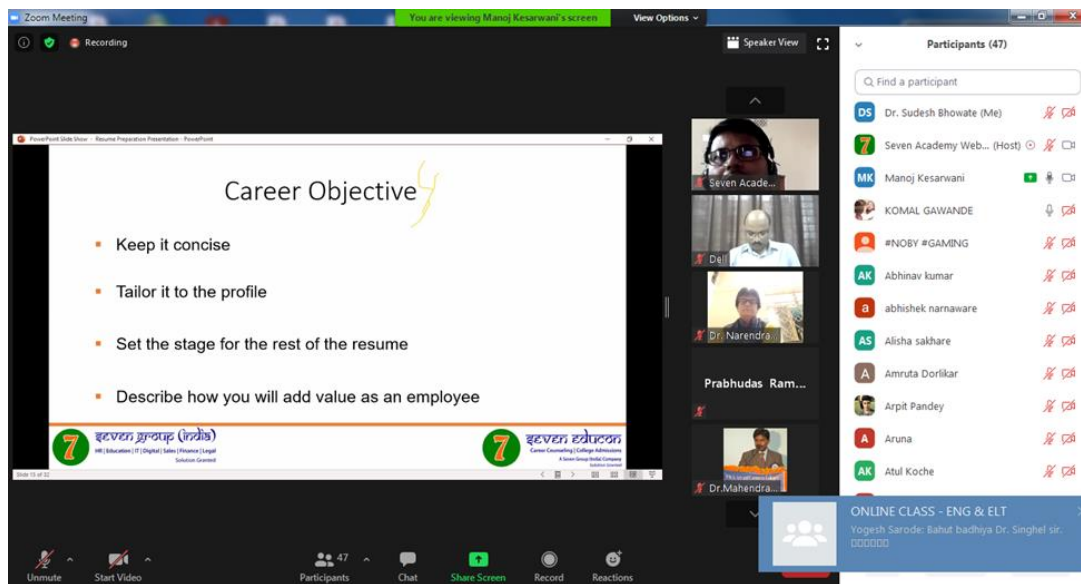
--: Chairperson :-
Dr. Yeshwant Patil
 (Principal)

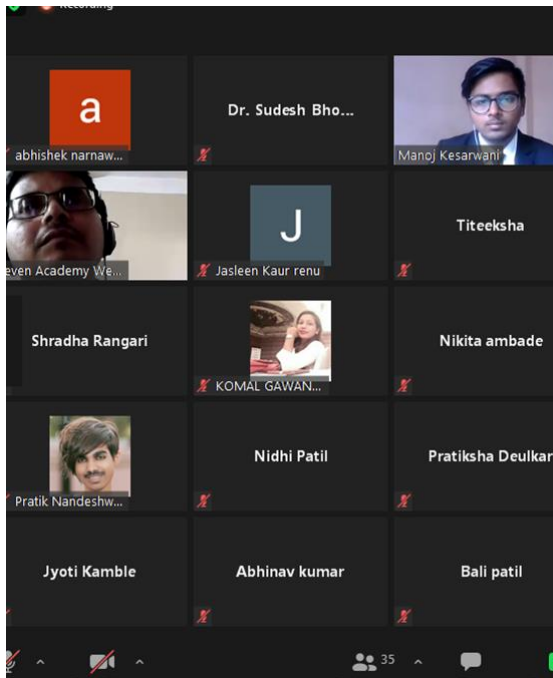
--: In the Presence :-
Dr. Balchandra Khandekar
Mr. Mohan Wasnik
Mr. Manoj Wasnik



17. Interview Skills and Resume Preparation conducted (10 June 2021)

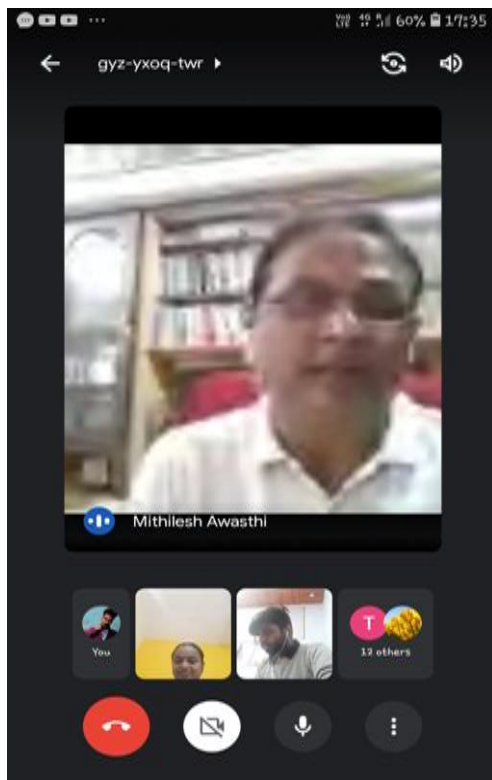
On behalf of Employment and Placement Cell of the college a one day workshop on Interview Skills and Resume Preparation was organized in association with Seven Educon Academy on 10 June 2021 in virtual mode due to pandemic situation . Mr. Manoj Kesarwani , a faculty in Seven Academy was invited as the guest speaker. Dr. Yeshwant Patil the principal of the college chaired the workshop.





18. Workshop on Linguistics subject in PG (15 & 16th July 2021)

Dept. of Hindi organized one day workshop on Linguistics which is one of the paper in MA Hindi. HoD Dr. Mithilesh Awasthi delived two day lectures on Phonetics, Morphology and syntax of Hindi language. Some 18 students were present in the online workshop.



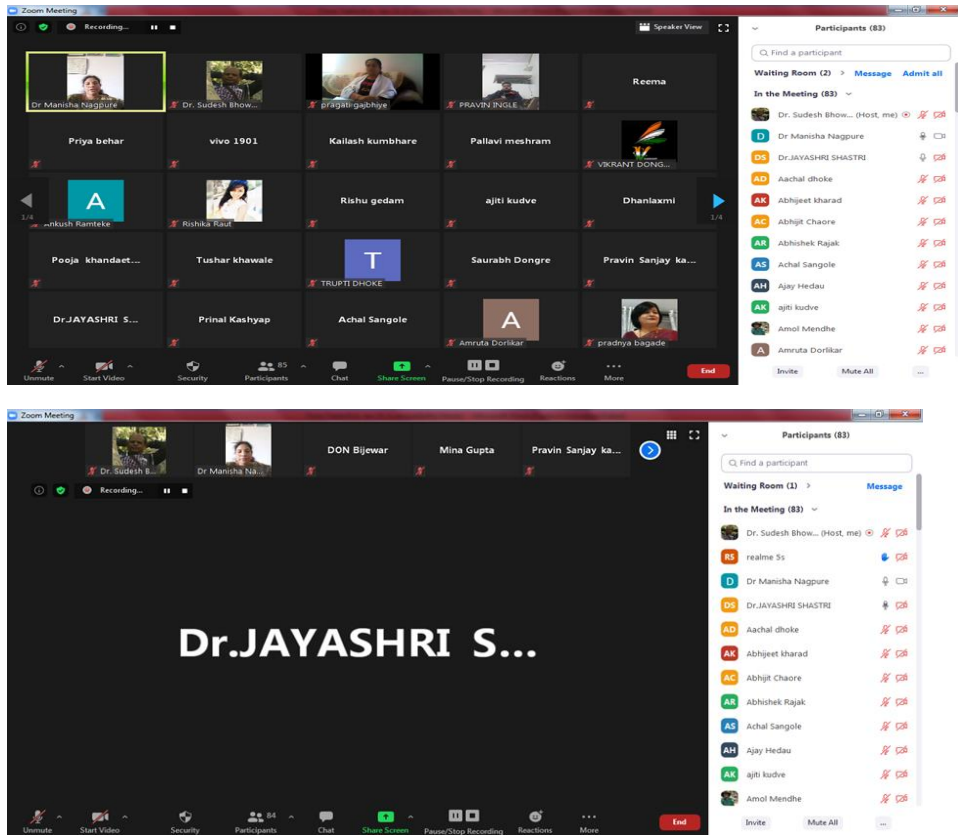
19. Students Online Workshop on study and examination (23/08/2020)

Dept. of History organized a workshop for students on 23rd August 2020 online. Students of the first years were welcomed and students aware oriented about the examination pattern and the syllabus. HoD Dr. C.S. Patil and faculty in the dept. Dr. M. V. Gayakwad oriented students on the occasion.



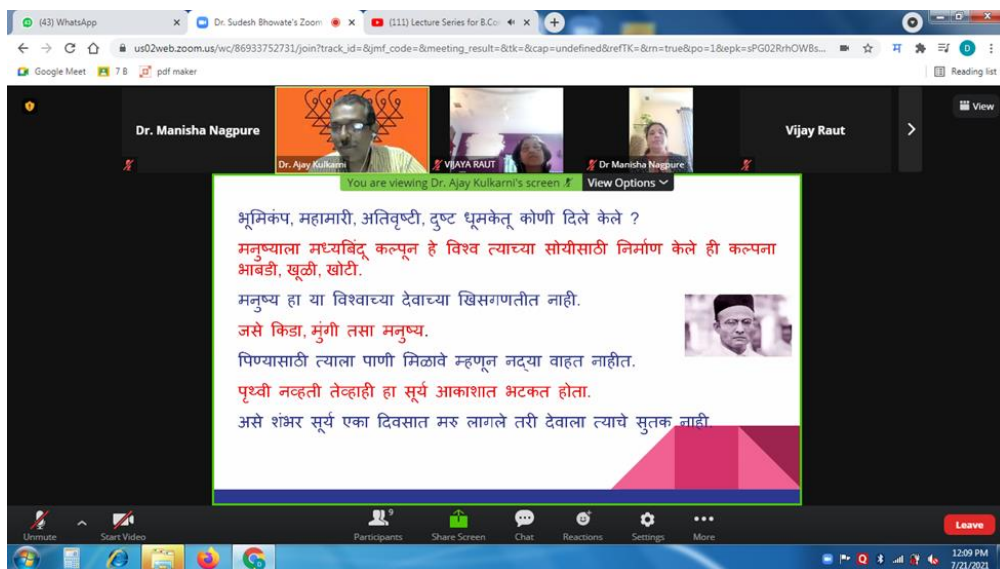
20. Curriculum based Online Guest Lecture by Dept. of Marathi. (24/12/2020)

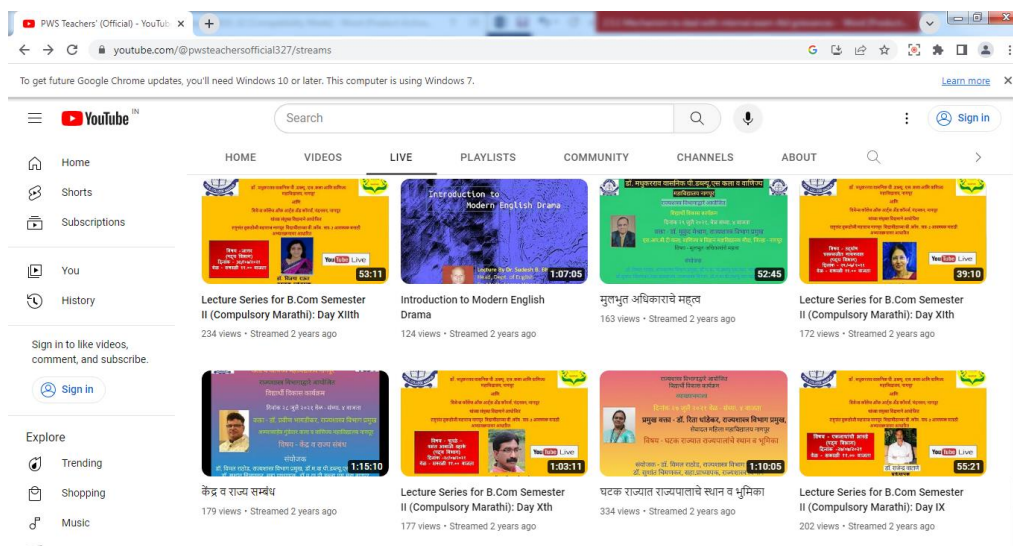
Dept. of Marathi organised a Guest lecture based on UG and PG syllabus. The main thrust of the lecture was to orient students about the Poetry section. Dr. Jayashri Shashti of Lokmanya Mahavidyalaya, Warora was invited online as the resource person. 90 students and college faculties attended the guest lecture.



21. Syllabus based Online Lecture Series for B.Com Compulsory Marathi (19/07/2021 to 31/07/2021)

Dept. of Marathi in collaboration with Women's Arts and Commerce college nandanwan organised a one week syllabus lecture series for B.Com Semester II Compulsory Marathi. The lecture series was live on college YouTube channel.





22. Guidance for MCQ's paper pattern for UG and PG on 31/05/2021.

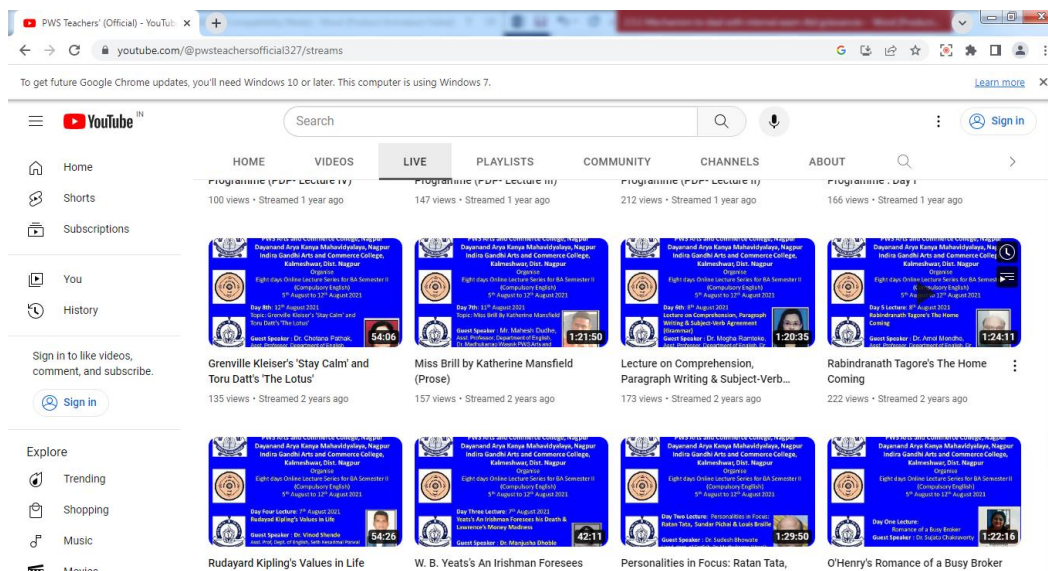
The Department of Sociology organized a guidance programme on 31/05/2021 for the UG and PG students. The reason behind was that the student must know the nature of online annual examination and students should know the obstacles that they face during the examination. 68 students attended this programme.

23. "How to Overcome the Fear of the English Language" Guest lecture (18/12/2020)

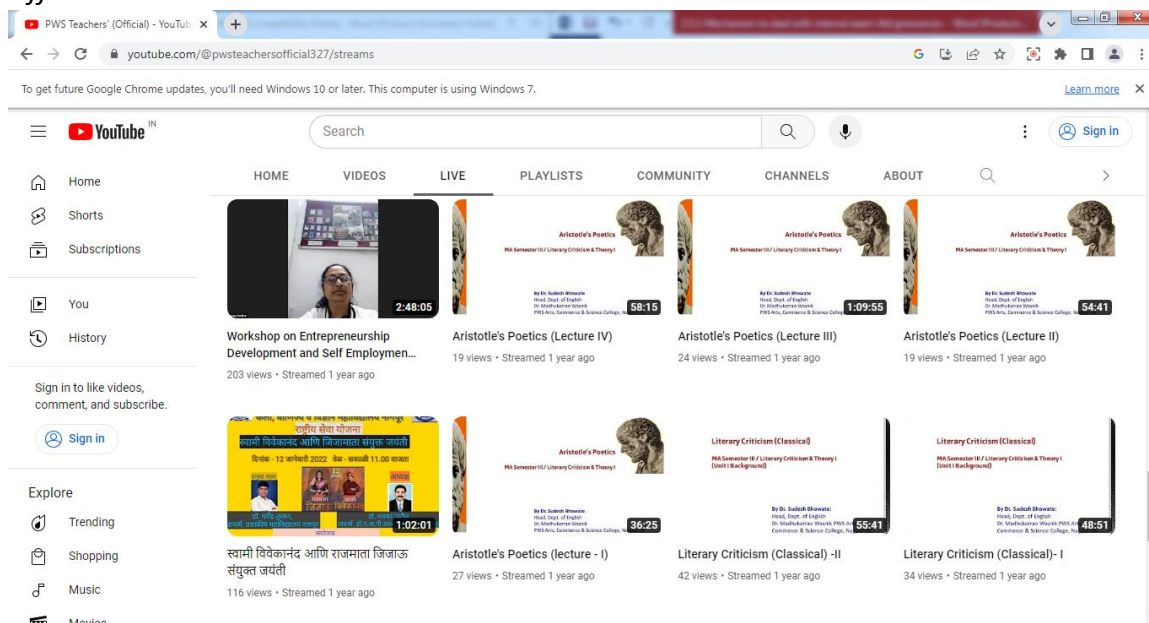
The English Language is considered as a killer subject by students. This language barrier hampers the progress of the students by diminishing their confidence, strong personality and skills. In order to help the students overcome this fear Dept. of English organized a Guest Lecture on the topic "How to overcome the fear of the English Language" on Dec 18, 2020. Dr. Patrick Anthony, Sr. Asst. Professor, Osmania University, Hyderabad was invited as a Guest Speaker

24. Online Lecture Series for BA Sem II Compulsory English (05/08/2021 to 12/08/2021)

Against the backdrop of Covid Pandemic Department of English organized an Online Lecture Series based on the syllabus of BA Sem II Compulsory English in collaboration with three college, one in the vicinity, Dayanand Arya Kanya College, Nagpur and an institutional fraternity Indira Gandhi Arts and commerce college, Kalmeshwar from 5/8/21 to 12/8/21 at 10 am daily on the Zoom Platform with live streaming on Youtube channel of the college. These Lecture Series were organized with the hope that the students would make the best of this opportunity to revise, learn, relearn and understand better their syllabus and pass their exams with flying colors.

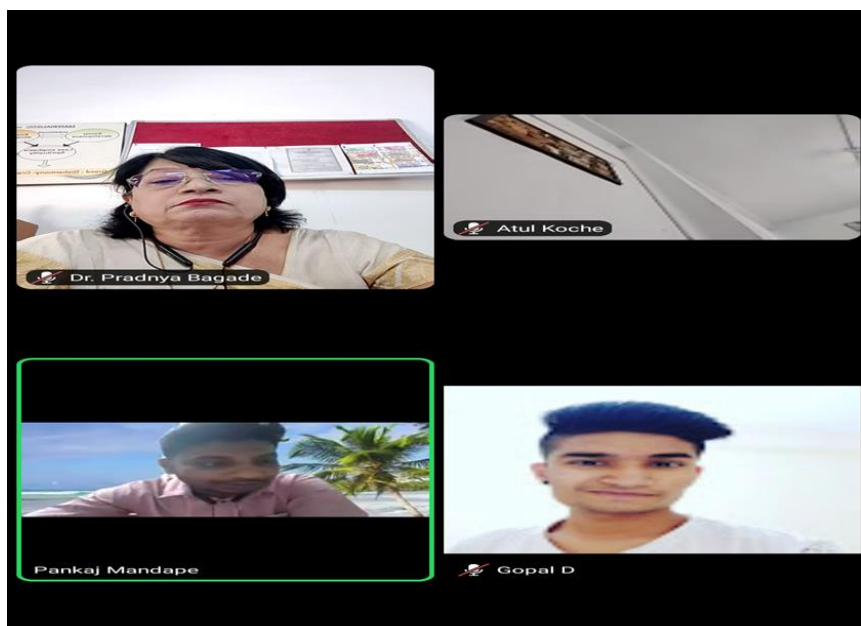


25. Video Tutorial created by Dr. Sudesh Bhowate for MA Semester IV students for Paper Literary Criticism and Theory live uploaded on college YouTube channel “PWS Teachers Official”.



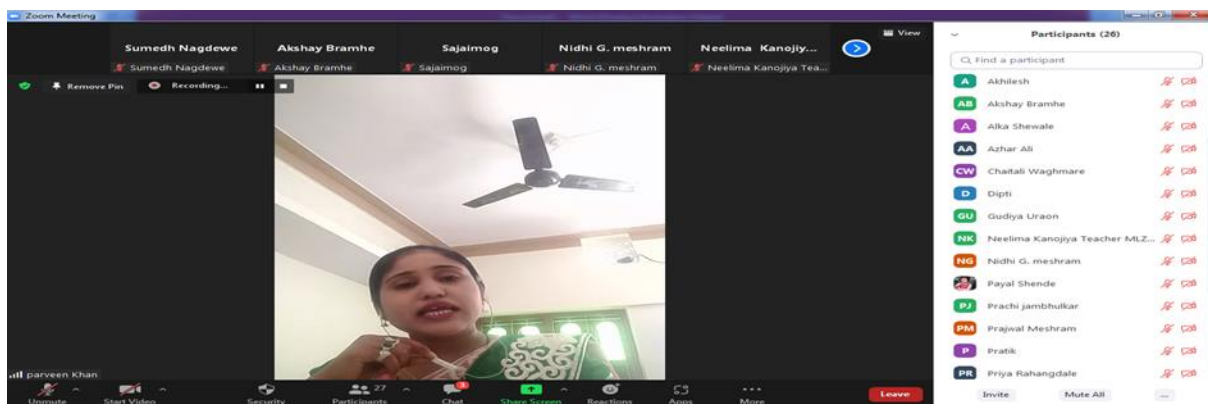
26. Orientation Programme on NET/SET 18/04/2022

The Department of Economics of Dr. Madhukarrao Wasnik P.W.S. Arts, Commerce and Science College organised a Orientation class based on the NET /SET exam On 18/04/2022. The main speaker of this class was Prof. Pankaj Mandape. This orientation class was organized to guide the post graduate students in preparation for NET-SET exam.



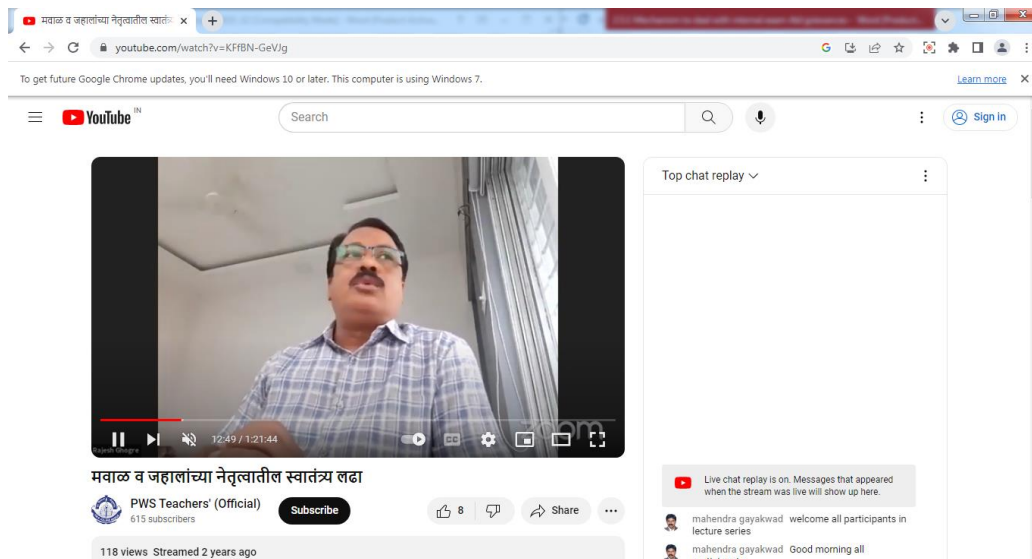
27. Workshop on NET /SET Guidance for Subject Hind and paper I (02/04/2022)

Dept. of Hindi organised one day Workshop on NET /SET Guidance for Subject Hind and paper I on 2nd April 2022. The alumni of the department Ms. Guddi Parvin who passed the NET exam recently was invited as the guest. She answered many queries of the students related the examination and motivated them.



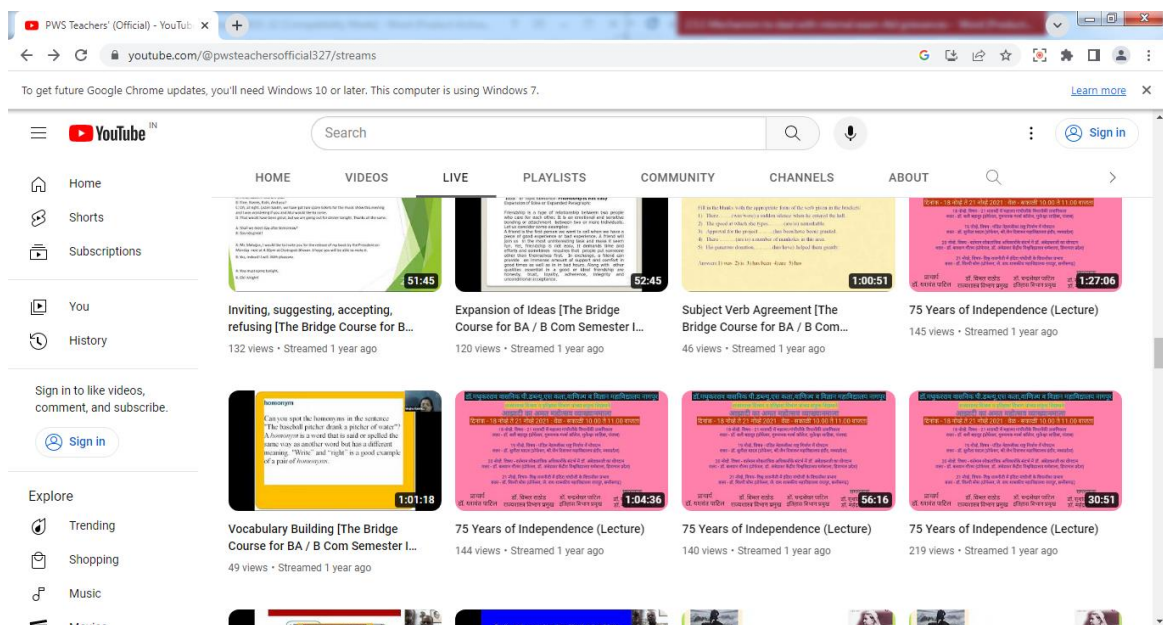
28. Lecture Series on syllabus based “Indian Independence” (19/07/2021 to 24/07/2021)

Dept. of History organised one week Online lecture series on the syllabus based paper “Indian Independence”. Since college and nation is celebrating “Azadi ka Amrit Mahotsav”, dept. felt need of such lecture series to orient students about freedom struggle.



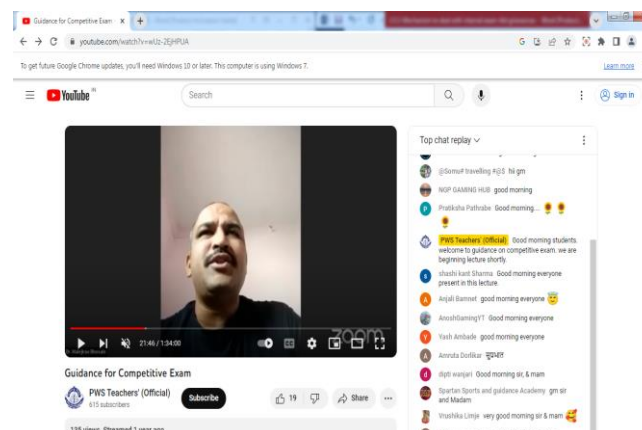
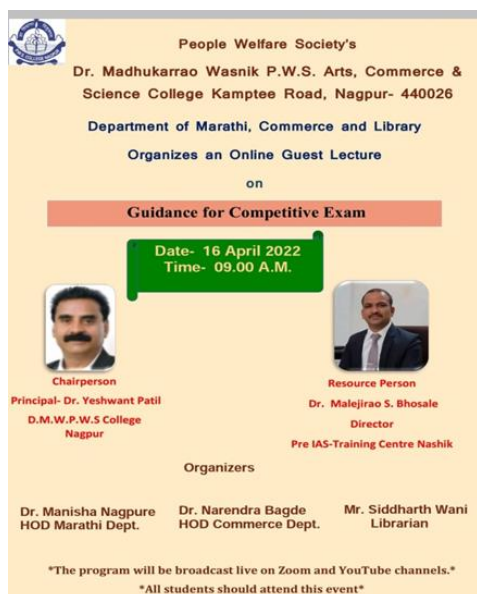
29. Lecture Series on “Azadi ka Amrit Mahotsav” (19/11/2021 to 23/11/2021)

Dept. of History organised another lecture series based on the syllabus and taking the cognizance of the nation is celebrating Azadi ka Amrit Mahotsav”. The lecture series was live on the college YouTube Channel “PWS Teachers (Official).”



30. Online Guidance for Competitive Examination (16/04/2022)

Dept. of Marathi organised a Guest lecture on guidance for Competitive examination for college students on 16th April 2022. Director of Pre-IAS Coaching Centre, Nashik Dr. Malojirao Bhosle was invited as the resource person.



31. Workshop on Marathi Grammar and Punctuation (02/05/2022)

Dept. of Marathi organised a workshop on Marathi grammar and punctuation on 2nd may 2022. Dr. Rashtrapal Meshram from Social work College, Kamptee was invited as the resource person. Research Scholar of the department Mr. Amit Gajbhiye also spoke on the occasion.



32. Syllabus Based Lecture Series- 02/08/2021 to 05/08/2021

The Syllabus Based Lecture Series was formed by the Department of Sociology for days- 02/8/2021, 03/08/2021, 04/08/2021, 05/08/2021. In these four days series Undergraduate and Post Graduate students were present. The purpose of the lectures were to explain in detail about the Sociology syllabus to the students. The importance and scope of Sociology explained them very clearly. The lectures were delivered by HOD of

Sociology Department Dr.Kamlakar Tagde, Dr. C.S. Patil (HOD of Economics Department) and Professor Mr. Manohar Yerkalwar and there 84 students were present.

33. How to Crack Competitive Exams -10.04 23

Keeping in mind the acute need of employment opportunities and employability skills in the students as a collaborative venture of Employment and placement Cell and Alumni Association of the college one day workshop was organized on 10 April 2023 in the college auditorium. The theme of the workshop was 'How to Crack Competitive Exams' and the team of experts was invited from Spartan IAS Academy in the city. Prof. Isukumar Asati, Co-founder and Director, Spartan IAS and Prof. Chaitanya Bharat were invited as resource persons



34. Course on Communicative English 08/03/2023 to 6/05/2023)

The college organized a Certificate course in Communicative Skills in English in collaboration with Rajkumar Kewalramani College, Nagpur from 8th March 2023 to 6th May 2023. This course was sanctioned by Department of Lifelong Learning and Extension of RTM Nagpur University. The course was comprised of theory and particle sessions and the duration of the course was 45 hours. The course was conducted under the coordination of Dr. Sudesh Bhowate and Dr. Madhavi Moharil. It was completed very successfully and the students gave very positive feedback about the same



35. Examination Oriented Workshop (03/05/2023)

Dept. of Hindi organised an examination oriented workshop for college students to make the students prepare for their annual examination. Faculties of the Hindi Dept. Ms. Tarannum Khan and Ms. Priyanka Meshram were the resource persons on the occasion. About 42 students were present in the workshop.



36. COMPUTER WORKSHOP ON “C-PROGRAMMING” CONDUCTED ON 10/10/2022 FROM 11AM TO 2PM

Report on one day workshop on “Programming Skill Enhancement, Basic Programming Knowledge And Best Practices Sharing” organized by Bachelor of science Department (Computer science) of DR. Madhukarrao wasnik P.W.S College of arts, commerce and science, Nagpur-26 (10 October 2022)



College has examination committee prepares a schedule for unit tests, submission of assignments and Viva-voce according to College Academic Calendar. The committee also monitors the actual implementation of the schedule by all departments. Departments asked to submit reports to the committee.

The annual assessment as internal audit is done by evaluating departmental report, Committee Reports, Departmental files including, Teaching plan and Teachers profile of individual teachers.

A handwritten signature in blue ink, appearing to read 'Dr. Yeshwant Patil', with a long horizontal line extending to the right.

Principal

Dr. Yeshwant Patil