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Vishwatmak Jangli Maharaj Ashram Trust's
Atma Malik Institute of Technology & Research (AMRIT)

6.3: Faculty Empowerment Strategies

6.3.3: Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

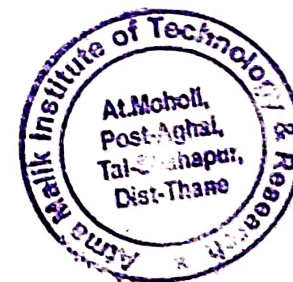
Sr. No.	Description
1.	For Teaching Staff Proofs
2.	For Non-Teaching Staff Proofs



6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching staff during the last five years (5)

Dates (from-to) (DD-MM-YYYY)	Title of the professional development program organised for teaching staff	Title of the administrative training program organised for teaching staff	No. of participants
06-12-2024	FDP	How to write Research Paper	210
22-02-2024	Expert Lecture	Program Based Learning	39
12-03-2024	Expert Lecture	writing a Research Paper	42
03-04-2024	Expert Lecture	Soft skill & personality Development	36
19-04-2024	Expert Lecture	Communication skill	45
14-02-2024 to 06-06-2024	Faculty Development Program	NBA Awareness	30
09/06/2024-10/06/2024	Faculty Development Program	Management by Objective	41
01-09-2023 to 02-09-2023	Faculty Development Program	" National Education Policy 2020 "	25

Note: Classify the data and provide year-wise





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Atma Malik Institute of Technology & Research
Department of Mechanical Engineering

ACAD-DI-68	Notice	Academic Year: 2023-24
Rev : 00		Semester: EVEN
Date: 11/07/2022		

Date 17/03/2024

All the Teaching Staff are hereby informed that, Department of Mechanical Engineering is organizing an Expert Lecture on "Communication Skill" by Mr. Sayad Wali Ahmad on 19th April 2024, at Session I-10:00 AM to 12:00 PM & Session II-03:00 PM to 04:30 PM.



HOD

Dr. Suryakant Chandgude



Principal
Dr. D. D. Shinde

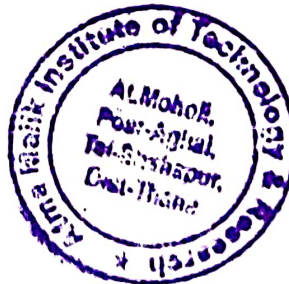
Copy to: 1. HOD Civil Engineering

2. HOD EXTC Engineering

3. HOD Computer Engineering

4. HOD First Year Engineering

5. Diploma Coordinator



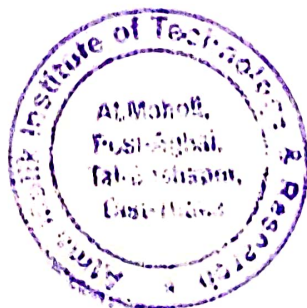


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Department of Mechanical Engineering

ACAD-DI-59	One Page Activity Report	Academic Year: 2023-24
Rev : 00		Semester: EVEN
Date: 11-7-2022		

- **Faculty Name** – Prof. Rupali S. Gaikwad. (Program Coordinator)
- **Date** – 19th April 2024.
- **Planned Activity** - Expert Lecture on “Communication Skill” by Mr. Sayad Wali Ahmad.
- **Permission from Authorities** – Dr. D. D. Shinde (Principal AMRIT)
- **Implementation** – Implementing communication skills involves a multifaceted approach to ensure effective and meaningful interactions. At its core, active listening is crucial; it requires giving full attention to the speaker, demonstrating engagement through body language, and confirming understanding by reflecting and asking clarifying questions. Clear and concise messaging further enhances communication; as articulating thoughts directly and staying focused on the topic helps prevent misunderstandings. Non-verbal cues, such as appropriate eye contact and tone of voice, complement verbal communication by reinforcing or adjusting the intended message. Incorporating empathy and emotional intelligence allows for better understanding of others’ perspectives and validation of their emotions, fostering a more supportive dialogue.
- **Issues** – No
- **Conclusion**- In conclusion, mastering communication skills is essential for fostering meaningful and productive interactions across all areas of life. By combining active listening, clear and concise messaging, and effective non-verbal cues, individuals can ensure their messages are understood and received as intended. Incorporating empathy and emotional intelligence enhances relational dynamics, while adaptability and openness to feedback promote continuous improvement.
- **Completion Report** – Expert Lecture Successfully Conducted on 19th April 2024.


Program Coordinator
Prof. Rupali S. Gaikwad.




HOD
Dr. Suryakant B. Chandgude

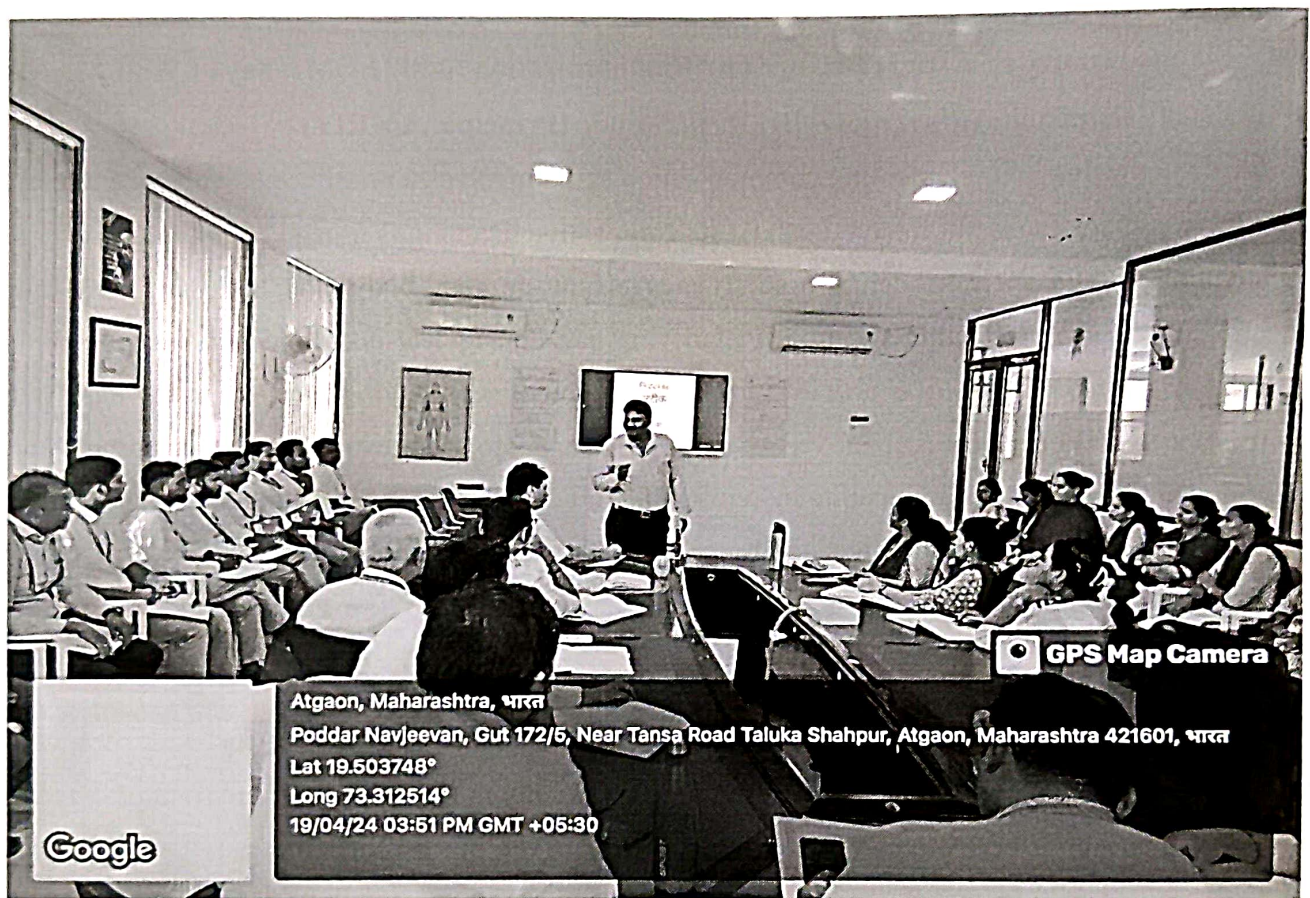




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Department of Mechanical Engineering

REPORT ON EXPERT LECTURE ON "COMMUNICATION SKILL" HELD ON 19TH APRIL 2024

Department of Mechanical Engineering, AMRIT, Aghai conducted Expert Lecture on "Communication Skill" on 19th April 2024, Friday from Session I- 10:00 am to 12:00 pm & Session II- 03:00 pm -04:30 pm by Mr. Sayad Wali Ahmad for Teaching Staff.



Communication Skill is the cornerstone of effective interaction, essential for personal and professional success. It encompasses the ability to convey information clearly, listen actively, and engage meaningfully with others. Effective communication involves not just the articulation of thoughts and ideas, but also understanding and responding to the needs and perspectives of others. This skill is vital in various contexts—whether in everyday conversations, professional environments, or public speaking engagements. Mastering communication skills allows individuals to build strong relationships, resolve conflicts, collaborate effectively, and present their ideas persuasively. By combining verbal and non-verbal techniques with emotional intelligence and active listening, individuals can enhance their ability to connect with others and achieve their desired outcomes.

Communication Skill refers to the ability to convey information effectively and clearly, both in writing and verbally. It encompasses a range of techniques and practices that help ensure messages are understood as intended. Key components of strong communication skills include:



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1. **Active Listening:** Fully focusing on the speaker, providing feedback, and clarifying points to ensure accurate understanding.
2. **Clarity and Conciseness:** Articulating thoughts in a straightforward manner without unnecessary complexity, making the message easy to grasp.
3. **Non-Verbal Communication:** Using body language, facial expressions, and tone of voice to reinforce or complement verbal messages.
4. **Empathy and Emotional Intelligence:** Recognizing and understanding others' emotions and perspectives, which helps build rapport and navigate interpersonal interactions effectively.
5. **Feedback and Adaptability:** Being open to receiving constructive feedback and adjusting communication styles based on the context and audience.
6. **Effective Questioning:** Asking the right questions to gather information, clarify doubts, and engage in meaningful discussions.
7. **Conflict Resolution:** Addressing disagreements or misunderstandings constructively to find mutually acceptable solutions.
8. **Professionalism in Written Communication:** Ensuring that written messages, such as emails and reports, are well-organized, free of errors, and appropriately formal.
9. **Practice and Self-Reflection:** Regularly evaluating and refining communication skills to improve effectiveness and adapt to different situations.

Strong communication skills are crucial for successful personal relationships, effective teamwork, and professional advancement. They facilitate clearer exchanges, foster better understanding, and contribute to overall productivity and harmony in various settings.





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The methods of communication skill involve a range of techniques and strategies designed to enhance how effectively and efficiently information is exchanged. Here are key methods to consider:

1. Verbal Communication:

Clarity: Use precise language and avoid jargon to ensure your message is easily understood.

Tone and Pitch: Adjust your tone and pitch to convey the appropriate emotion or emphasis, matching the context of the conversation.

Articulation: Speak clearly and at a moderate pace to avoid misunderstandings.

2. Non-Verbal Communication:

Body Language: Use gestures, facial expressions, and posture to reinforce your verbal message and convey openness or attentiveness.

Eye Contact: Maintain appropriate eye contact to show confidence and engage with your audience.

Proxemics: Be mindful of personal space and physical proximity, adjusting based on cultural norms and the nature of the interaction.

3. Active Listening:

Reflective Listening: Paraphrase or summarize what the speaker has said to confirm understanding and show that you are engaged.

Non-Verbal Cues: Use nods, verbal acknowledgments, and attentive posture to signal that you are listening.

Avoid Interrupting: Let the speaker finish their thoughts before responding, and avoid jumping in with your own ideas prematurely.

4. Written Communication:

Structure and Organization: Use clear headings, bullet points, and a logical flow to make written documents easy to read and understand.

Grammar and Spelling: Ensure accuracy in grammar, spelling, and punctuation to maintain professionalism and avoid confusion.

Conciseness: Be brief and to the point, avoiding unnecessary detail that may dilute the main message.

5. Feedback:

Constructive Feedback: Provide specific, actionable, and respectful feedback aimed at helping others improve their performance or behavior.

Requesting Feedback: Actively seek feedback on your own communication skills to identify areas for improvement and make necessary adjustments.



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6. Presentation Skills:

Engaging Delivery: Use visual aids, storytelling, and interactive elements to captivate and hold the audience's attention.

Practice and Rehearsal: Prepare thoroughly for presentations to ensure confidence and smooth delivery.

In conclusion, mastering communication skills is essential for fostering meaningful and productive interactions across all areas of life. By combining active listening, clear and concise messaging, and effective non-verbal cues, individuals can ensure their messages are understood and received as intended. Incorporating empathy and emotional intelligence enhances relational dynamics, while adaptability and openness to feedback promote continuous improvement. Effective questioning and conflict resolution strategies further facilitate constructive dialogues, and professionalism in written communication reinforces clarity and precision. Ultimately, a commitment to practicing and reflecting on these skills not only enhances personal and professional relationships but also contributes to overall success and well-being. Embracing these principles leads to more effective communication, fostering collaboration, understanding, and positive outcomes in diverse contexts..



Principal

Dr. D. D. Shinde.

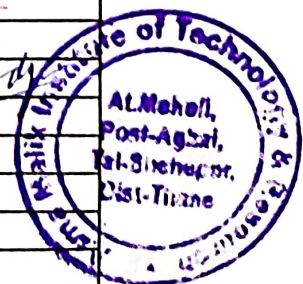
Time : 10:00 am to 12:00 noon

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Vishwatmak Jangli Maharaj Ashram Trusts
ATMA MALIK INSTITUTE OF TECHNOLOGY AND RESEARCH
Daily Attendance Date: 18/04/2024 19th April 2024

Sr no	Name of Faculty	Remark
1	Phad Rahul Shivaji	
2	Sonawane Hemant Deoram	
3	Hardas Yogeshwari Dilip	
4	Tiware Poonam Nitin	
5	Shinde Puja Pravin	
6	Patil Ulhaskumar Vishwasrao	
7	Dhangar Nivedita Kaluram	
8	Patil Sonali Mangesh	
9	Shelar Nisha Vivek	
10	Jadhav Nivrutti Amrut	
11	Hire Gulab Neoba	
12	Gaikwad Rupali Suresh	
13	Thorat Pravin Madhukarrao	
14	Suryavanshi Santosh Triyambak	
15	Baviskar Deepak Ravindra	
16	Dound Deepali Dattatray	
17	Bhoir Swati Sagar	
18	Patil Madhuri Yogesh	
19	Godade Sainath Prabhakar	
20	Tiware Sima Kamalakar	
21	Dalal Sonali Gurunath	
22	Dinkar Rajesh Bhaskar	
23	Sase Meghraj Jaywant	
24	Munde Sachin Manohar	
25	Gaikwad Chetana Raju	
26	Lande Kishor Namdev	
27	Tawade Pankaj Subhash	
28	Sangale Shamlee Narayan	
29	Chaudhary Shyam Kumar	
30	Sase Neha Prakash	
31	Desale Dipali Kapil	
32	Pagar Shailesh Jayprakash	
33	Tivare Ankita Prakash	
34	Kadam Soniya Vilas	
35	Shende Naresh Ramkrushna	
36	Ghule Santosh Ramesh	
37	Gaikwad Yogesh Shivajirao	
38	Bhere Sneha Harshal	
39	Sambare Omkar Shankar	
40	Chandgude Suryakant Bhausaheb	
41	Vadavle Mayuri Swapnil	
42	Nimbekar Amit Minesh	
43	Rajguru Rajesh Sampat	
44	Barathe Ashish Vikas	
45	Nawle Suryakant Chandrarao	

46 Patil Sonal
 47 Pallavi vishe

Sph
 Walling



Name of the Expert : Mr. Sayed Waji
Topic - Effective Communication Skill

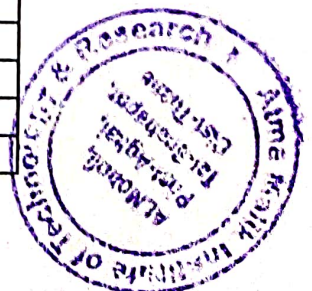
Date : 19 April 2024
Time : 3:15 pm onwards

II Sabka Malik Atma !!
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ATMA MALIK INSTITUTE OF TECHNOLOGY AND RESEARCH
Daily Attendance Date: 19/04/2024

Time - 3.00 pm

Sr no	Name of Faculty	Remark
1	Phad Rahul Shivaji	
2	Sonawane Hemant Deoram	
3	Hardas Yogeshwari Dilip	
4	Tiware Poonam Nitin	
5	Shinde Puja Pravin	
6	Patil Ulhaskumar Vishwasrao	
7	Dhangar Nivedita Kaluram	
8	Patil Sonali Mangesh	
9	Shelar Nisha Vivek	
10	Jadhav Nivrutti Amrut	
11	Hire Gulab Neoba	
12	Gaikwad Rupali Suresh	
13	Thorat Pravin Madhukarrao	
14	Suryavanshi Santosh Triyambak	
15	Baviskar Deepak Ravindra	
16	Dound Deepali Dattatray	
17	Bhoir Swati Sagar	
18	Patil Madhuri Yogesh	
19	Godade Sainath Prabhakar	
20	Tiware Sima Kamalakar	
21	Dalal Sonali Gurunath	
22	Dinkar Rajesh Bhaskar	
23	Sase Meghraj Jaywant	
24	Munde Sachin Manohar	
25	Gaikwad Chetana Raju	
26	Lande Kishor Namdev	
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34	Kadam Soniya Vilas	
35	Shende Naresh Ramkrushna	
36	Ghule Santosh Ramesh	
37	Gaikwad Yogesh Shivajirao	
38	Bhere Sneha Harshal	
39	Sambare Omkar Shankar	
40	Chandgude Suryakant Bhausaheb	
41	Vadavle Mayuri Swapnil	
42	Nimbekar Amit Minesh	
43	Rajguru Rajesh Sampat	
44	Barathe Ashish Vikas	
45	Nawle Suryakant Chandrarao	
46	Patil Sonal Tukaram	

47. Dr. Rajendran DE
48. S. C. Nawle





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Department of Mechanical Engineering

ACAD-DI-59	One Page Activity Report	Academic Year: 2023-24
Rev : 00		Semester: EVEN
Date: 11-7-2022		

- **Faculty Name** – Dr. Suryakant B. Chandgude
- **Date** – 09 – 10 June 2024.
- **Planned Activity** – Two Days Training Programme on “Management by Objectives (MBO)”
- **Permission from Authorities** – Shri. Umeshji Jadhav, Executive President
- **Implementation** – Management by Objectives is a strategy where managers and employees work together to set, track, and achieve specific goals. It helps ensure everyone is on the same page and focused on achieving the organization's overall mission.
- **Issues** – No
- **Conclusion** – Management by Objectives is a collaborative and systematic approach to setting and achieving goals within an organization, enhancing clarity, alignment, and motivation among employees.
- **Attendance Report**- Attached & Photo Attached.
- **Completion Report** – Two Days Training Programme on “Management by Objectives (MBO)”, successfully completed on 10th June 2024.

Dr. S. B. Chandgude
Programme Coordinator


Dr. D. D. Shinde
Principal





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Atma Malik Institute of Technology & Research (AMRIT)

Department of Mechanical Engineering

॥ - आत्मा मालिक - ॥

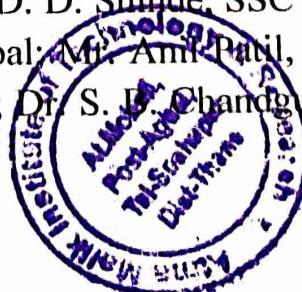
12th June 2024

Report on Two-Day Training Programme on "Management by Objectives"



The Atma Malik Training Center (ATC) organized a two-day training programme on "Management by Objectives" (MBO) for all the teaching and non-teaching staff of Atma Malik Dhyanpeeth campus, Aghai, Shahapur on the 9th and 10th of June 2024.

The programme commenced with an inauguration ceremony led by the Executive President (EP), Shri Umeshji Jadhav, who performed the lighting of the lamp and pratima puja of Sadguru. The event was graced by several esteemed guests, including the key speaker Mr. Sayed Wali, Education Officer; Dr. D. D. Shinde, SSC Board School Principal; Mr. Kailas Thorat, CBSE School Board Principal; Mr. Anil Patil, Manager General; Mr. Gulab Hire, Manager HR; Mr. Madhav Munde; Dr. S. D. Chandgude; and Vice-Principal Mr. Govind Chavan.





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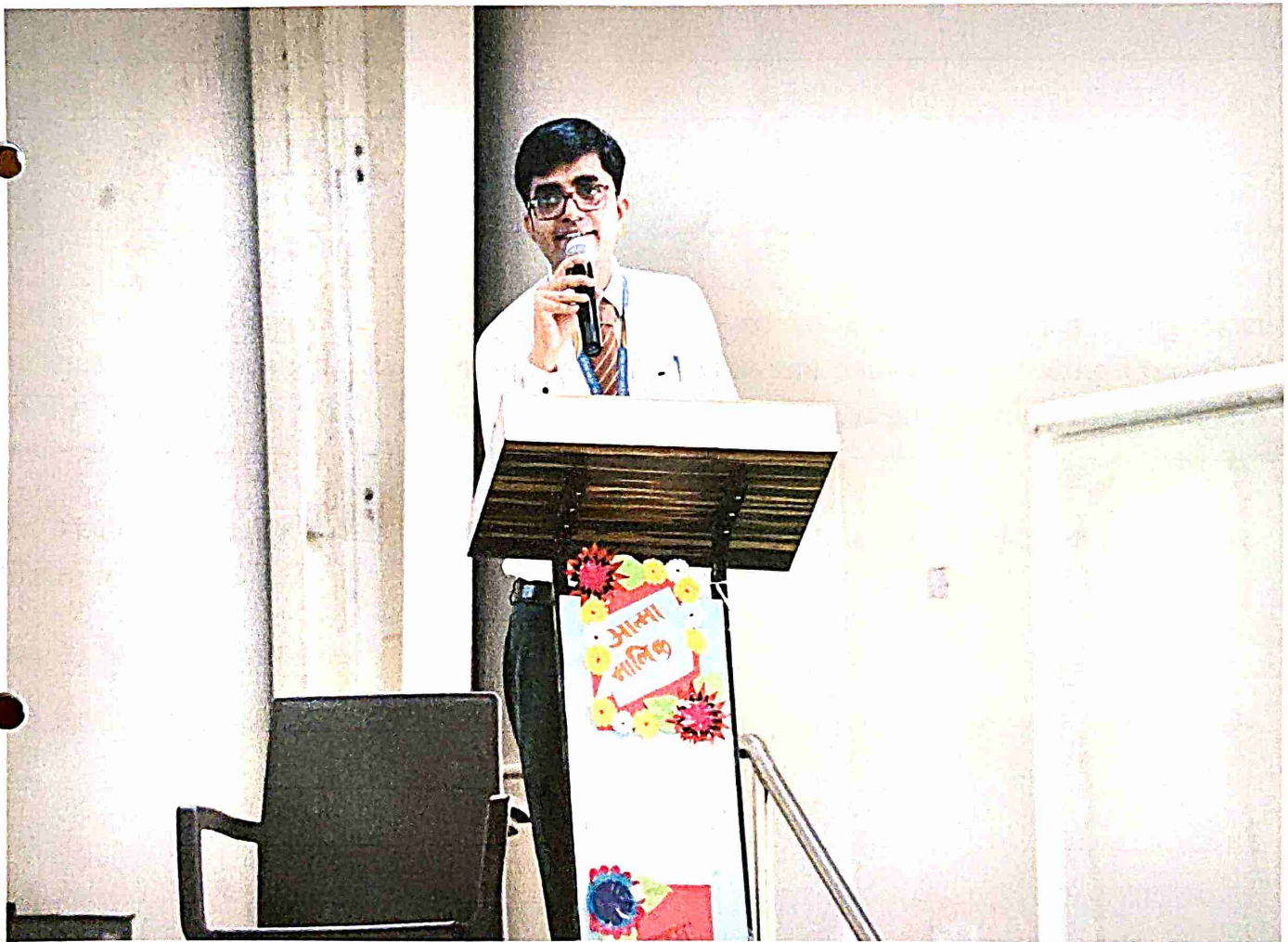
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Atma Malik Institute of Technology & Research (AMRIT)

Department of Mechanical Engineering

Day 1: Sessions and Presentations

Mr. Kailas Thorat provided an overview of the two-day training programme, highlighting the significance of MBO for both teaching and non-teaching staff. The EP, Shri Umeshji Jadhav, then offered insights into the ATMA MALIK family, tracing its journey from its inception in 2008 to its current status. He emphasized the importance of meditation and detailed the organizational structure of SANT PARIVAR and their societal contributions.



Mr. Sayed Wali, the key speaker, began his session by explaining the key steps, benefits, and challenges of MBO to the participants. He elaborated on how this systematic approach aids individual and organizational growth. Post-lunch, Mr. Wali shared practical examples and outcomes of MBO implementation in various organizations, using engaging video clips to clarify MBO concepts.





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Following a tea break, Mr. Gulab Hire presented the structure and maintenance of files at the trust office, including the Standing Order (SO) file and Standard Operating Procedure (SOP) file. He explained the letter communication procedure, urging participants to adhere to standard practices in official correspondence.

Mr. Madhav Munde discussed the ethical code of conduct, leave policies, and other HR-related matters during his presentation.

Day 2: Sessions and Presentations





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Department of Mechanical Engineering



The second day began with Mr. Wali's recap of the first day's MBO information. This was followed by presentations from teaching faculty members of AMRIT, SSC Board School, and CBSE School Board, who discussed departmental and individual objectives for the current academic year. Mr. Wali provided detailed feedback and guidance to enhance the objectives presented.

Dr. D. D. Shinde presided over a session and presented on admissions in the schools, engineering college, and polytechnic, urging all to support and take efforts to increase admissions.

Mr. Pankaj Badgujar presented the 7C's concept, motivating participants to adhere to these principles. Due to time constraints, Dr. S. B. Chandgude delivered a brief presentation on "Six Japanese Techniques to Overcome Laziness."

Finally, Mr. Sakat provided an overview of the hostel facilities and addressed maintenance issues faced by the hostel staff.





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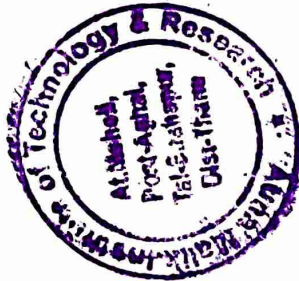
Conclusion

The programme concluded with closing remarks from the Executive President, followed by a vote of thanks from Mr. Gulab Hire. The event ended with Amrutwani and the National Anthem.

Prepared by: Dr. S. B. Chandgude

Place: Atma Malik Dhyapeeth

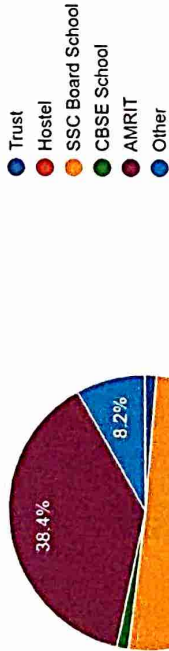
Dr. D. D. Shinde
Principal



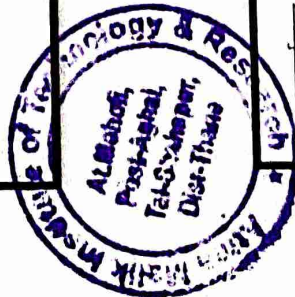
Feedback of Two days Training Programme on Management by Objectives conducted on 9th and 10th June 2024

विभाग/युनिटचे नाव (Name of Section/Unit)

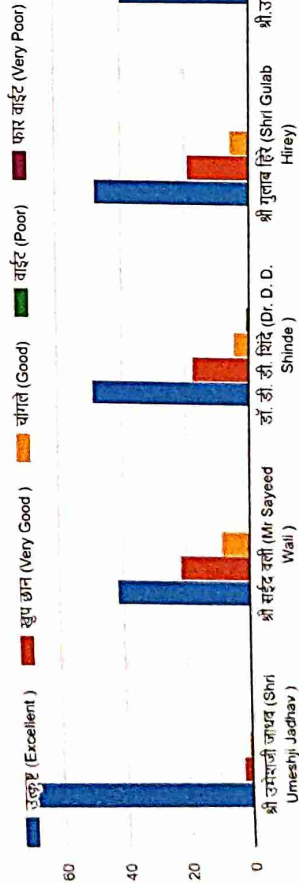
73 responses



Sr. No.	Name of the Unit	Total no. of staff who have given the feedback from each unit	Remarks
1	AMRIT	28	
2	SSC School Board	37	
3	CBSE School Board	01	
4	Trust Office	01	
5	Others	06	
Total		73	

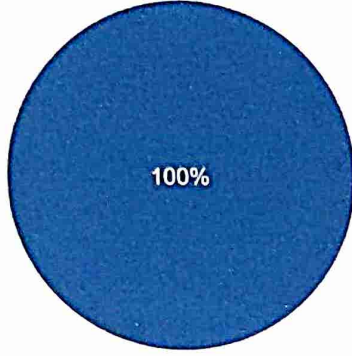


सोदरकर्यावदल अभिप्राय (Please give your overall feedback of Speaker)



या सादरीकरणातून उपयुक्त माहिती मिळाली का?

73 responses



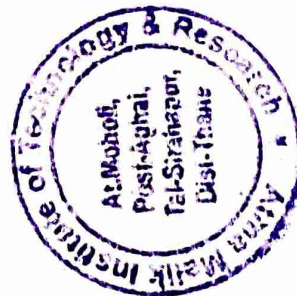
● होय
● नाही

तुम्ही या प्रस्तुतकर्त्याकडून किंवा सादरीकरणाच्या भविष्यातील कार्यशाळेत सहभागी होण्याचा विचार करत आहात का?

73 responses

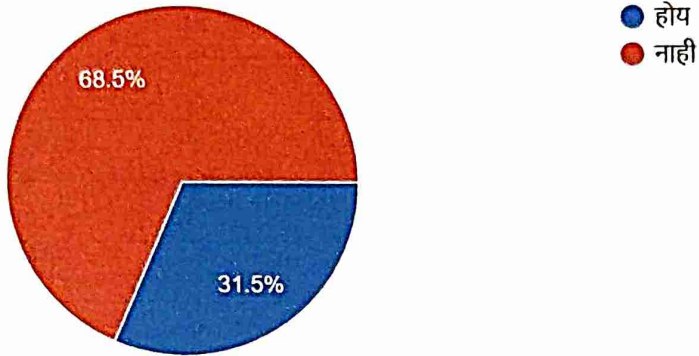


● होय
● नाही



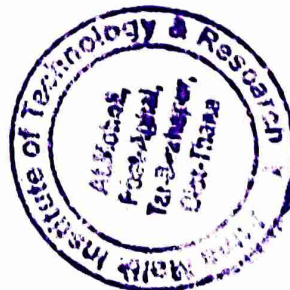
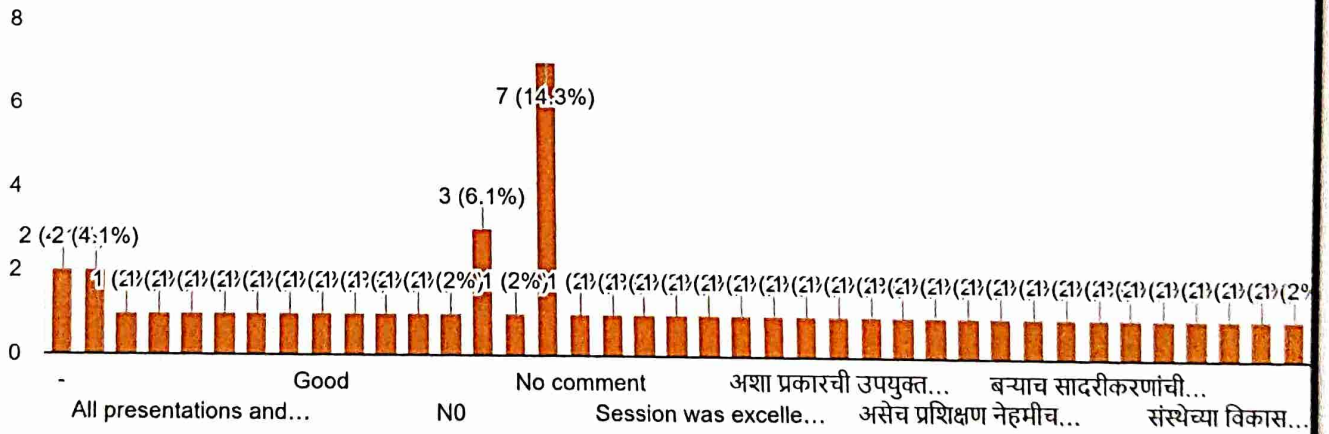
सादरीकरणाबद्दल तुमच्या काही टिप्पण्या, सूचना किंवा अभिप्राय आहेत का?

73 responses



सादरीकरणाबद्दल तुमची काही टिप्पणी, सूचना असेल तर थोडक्यात मांडा.

49 responses



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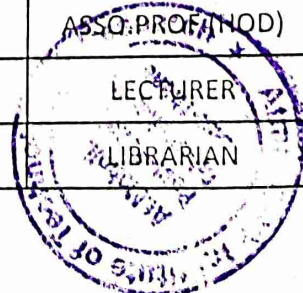
Vishwatmak Jangli Maharaj Ashram Trust, Kokamthan

Department : Atma Malik Institute of Technology and Research(DEGREE)

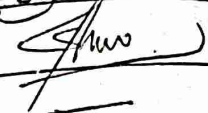
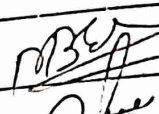
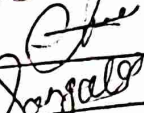
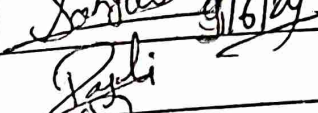
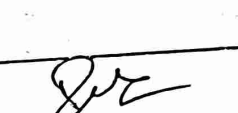
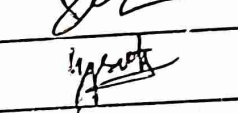
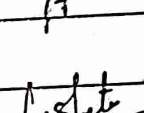
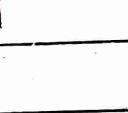
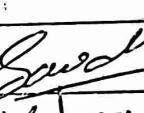
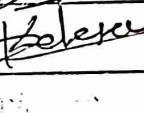
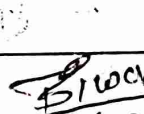
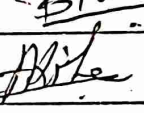
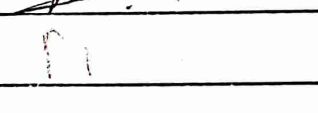
AMRIT DEGREE STAFF LIST

9/06/2024

Sr.No.	Name of the Employee	Designation	Singature
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2	DR. RAJENDRAN D.R.	PROFESSOR	
3	DR. SURYAKANT BHAUSAHEB CHANDGUDE	PROFESSOR	
4	DR. SHYAM KUMAR CHAUDHARY	ASSO. PROF.	
5	PROF. GOVINDRAO EKNATHRAO CHAVAN	ASST. PROF. (VICE PRINCIPAL)	
6	PROF. ULHASKUMAR VISHWASRAO PATIL	ASST. PROF. (HOD)	30/12/2023
7	PROF. RUPALI SURESH GAIKWAD	ASST. PROF.	
8	PROF. SONALI MANGESH PATIL	ASST. PROF.	09/06/2024
9	PROF. SURYAWANSHI SANTOSH	ASST. PROF.	09/06/2024
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18	PROF. AMIT MINESH NIMBEKAR	ASST. PROF.	09/06/2024
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24	DR. MUNDE SACHIN MAHOHAR	ASSO. PROF. (HOD)	09/06/2024
25	MR. OMKAR SHANKAR SAMBARE	LECTURER	09/06/2024
26	PROF. SHABARI ANAND SHIMPI	LIBRARIAN	09/06/2024



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2	Mr. JALINDER NANASAHEB SHINDE	ASST.REGISTRAR	
3	MR.KAPIL KAMLAKAR PATIL	OFFICE SUPERINTENDENT	
4	MR. MAHESH BABAN MORE	SR CLER	
5	MR.RAJESH KASHINATH CHAUDHARI	SR CLER	
6	MS. SHAMLEE NARAYAN SANGALE	STENO GRAPHER	
7	MS.RAJSHRI VAIBHAV KIRPAN	CLERK	
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9	MR. SHUBHAM NANASAHEB THORAT	CLERK	
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21	MR.ASHOK KASHINATH VISHE	PEON	
22	MR. VINAYAK JANU FASALE	PEON	



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Vishwatmak Jangli Maharaj Ashram Trust, Kokamthan

Department : Atma Malik Institute of Technology and Research(DIPLOMA)

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AMRIT DIPLOMA STAFF LIST

Sr.No.	Name of the Employee	Designation	Singature
1	MR.SURYAKANT CHANDRARAO NAWLE	ASST.PROF.	P
3	MR. KISHOR NAMDEV LANDE	LECTURER	<i>[Signature]</i> 9/6/24
4	MR.MEGHRAJ JAYWANT SASE	LECTURER	<i>[Signature]</i> 9/6/24
5	MS.NIVEDITA KALURAM DHANGAR	LECTURER	<i>[Signature]</i> 9/6/24
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9	MS.ANKITA PRAKASH TIVARE	LECTURER	<i>[Signature]</i> 9/6/24
10	MS. SNEHA HARSHAL BHERE	LECTURER	<i>[Signature]</i> 9/6/2024
11	MS. MAYURI SWAPNIL VADAVLE	LECTURER	<i>[Signature]</i> 09/06/24
12	MS. GHAYWAT VISHAKA VAIBHAV	LECTURER	<i>[Signature]</i> 09/06/24
13	MS. BHUJADE TEJASWINI ANIL	LECTURER	<i>[Signature]</i> 09/06/24
14	MS. BONDRE DISHA LAXMAN	LECTURER	<i>[Signature]</i> 09/08/24
15	MS.MADHURI YOGESH PATIL	ASST.PROF.	
16	PROF. NEHA PRAKASH SASE	ASST.PROF.	<i>[Signature]</i> 9/6/24

AMRIT Non-Teaching (DIPLOMA)

1	MR.CHANDRAKANT JANU KHODAKA	Store keper	
2	MR.SAINATH PRABHAKAR GODHADE	LAB.ASST-MECH	
3	MR.ASHISH VIKAS BARATHE	LAB.ASST-CIVIL	
4	MR.NIRAJ USWADKAR	ACCOUNT	<i>[Signature]</i>
5	MR.SANJAY RAMU PAWAR	PEON	<i>[Signature]</i>

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Lab. Ass.
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9/6/2024
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Vishwatmak Jangli Maharaj Ashram Trust, Kokamthan

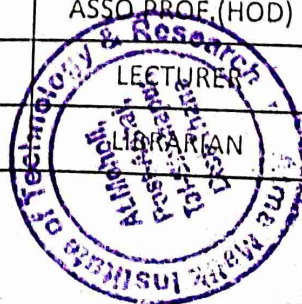
Department : Atma Malik Institute of Technology and Research(DEGREE)

Afternoon

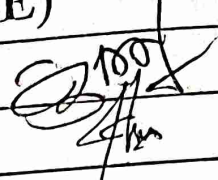
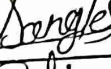
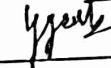
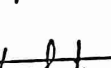
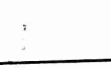
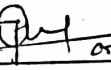
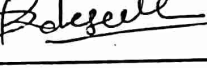
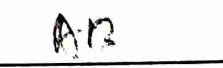
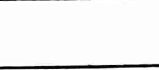
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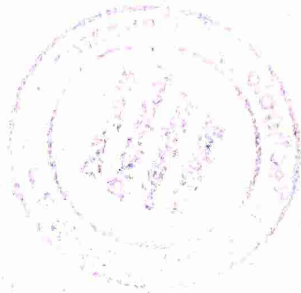
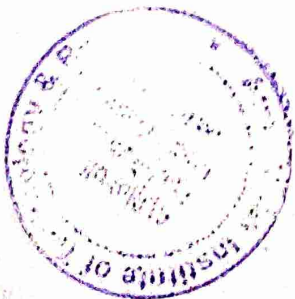
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20	MS.SIMA KAMLAKAR TIWARE	LAB.ASST-DESH	
21	MR.ASHOK KASHINATH VISHE	PEON	
22	MR. VINAYAK JANU FASALE	PEON	



Staff training

!!SABKA MALIK ATMA!!

Afternoon
session

Vishwatmak Jangli Maharaj Ashram Trust, Kokamthan

Department : Atma Malik Institute of Technology and Research(DIPLOMA)

AMRIT DIPLOMA STAFF LIST

09/06/24

Afternoon

Sr.No.	Name of the Employee	Designation	Singature
1	MR.SURYAKANT CHANDRARAO NAWLE	ASST.PROF.	<i>[Signature]</i>
3	MR. KISHOR NAMDEV LANDE	LECTURER	<i>[Signature]</i>
4	MR.MEGHRAJ JAYWANT SASE	LECTURER	<i>[Signature]</i>
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14	MS. BONDRE DISHA LAXMAN	LECTURER	<i>[Signature]</i>
15	MS.MADHURI YOGESH PATIL	ASST.PROF.	
16	PROF. NEHA PRAKASH SASE	ASST.PROF.	<i>[Signature]</i>

AMRIT Non-Teaching (DIPLOMA)

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2	MR.SAINATH PRABHAKAR GODHADE	LAB.ASST-MECH	
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5	MR.SANJAY RAMU PAWAR	PEON	<i>[Signature]</i>

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Dipada Desale

Lab Assis



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09/06/24
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Management by Objective (MBO)
10/6/2024

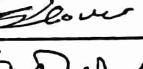
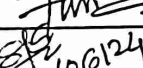
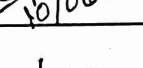
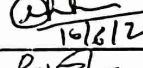
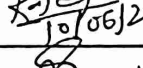
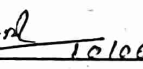
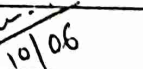
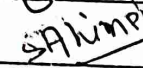
!!SABKA MALIK ATMA!!

(Morning Session)

Vishwatmak Jangli Maharaj Ashram Trust, Kokamthan

Department : Atma Malik Institute of Technology and Research

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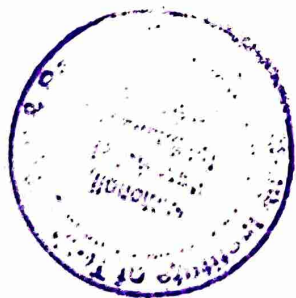
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10	DR. MACHINDRANATH SAKHAHARI PURKAR	PROFESSOR (HOD)	Leave
11	PROF. SHAILESH JAYPRAKASH PAGAR	ASST. PROF.	Leave
12	PROF. NIVRUTTI AMRUT JADHAV	ASST. PROF.	Leave
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25	MR. OMKAR SHANKAR SAMBARE	LECTURER	
26	PROF. SHABARI ANAND SHIMPI	LIBRARIAN	



27	MR.SURYAKANT CHANDRARAO NAWLE	ASST.PROF.	<i>Pirah</i>
28	MR. KISHOR NAMDEV LANDE	LECTURER	<i>Domale</i> 10/6/24
29	MR.MEGHRAJ JAYWANT SASE	LECTURER	
L (30)	MS.NIVEDITA KALURAM DHANGAR	LECTURER	Leave
31	MS. SONALI GURUNATH DALAL	LECTURER	<i>Dalit</i> 10/6/24
32	MS. RAJESH BHASKAR DINKAR	LECTURER	
33	MS. CHETANA RAJU GAIKWAD	LECTURER	
34	MS.ANKITA PRAKASH TIVARE	LECTURER	<i>Alivur</i> 10/6/24
L (35)	MS. SNEHA HARSHAL BHERE	LECTURER	Leave
36	MS. MAYURI SWAPNIL VADAVLE	LECTURER	<i>MV</i> 10/6/24
37	MS. GHAYWAT VISHAKA VAIBHAV	LECTURER	<i>GH</i> 10/6/24
38	MS. BHUJADE TEJASWINI ANIL	LECTURER	<i>Bhujade</i> 10/6/24
39	MS. BONDRE DISHA LAXMAN	LECTURER	<i>Bondre</i> 10/6/24
40	MS.MADHURI YOGESH PATIL	ASST.PROF.	<i>Madh</i> 10/6/24
41	PROF. NEHA PRAKASH SASE	ASST.PROF.	<i>SI</i>

42- Prof Sandesh Sunil Chavhan Phy Director

Signature



Management by objective (MBO) 10/6/2024
IISABKA MALIK ATMA!!

Vishwatmak Jangli Maharaj Ashram Trust, Kokamthan

Afternoon session

Department : Atma Malik Institute of Technology and Research

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19	PROF. NISHA VIVEK SHELAR	ASST. PROF.	
20	DR. SHELKE RAMESH	ASSO. PROF.	
21	PROF. DEEPAK RAVINDRA BHAVISKAR	ASST. PROF. (T&P OFFICER)	
22	PROF. YOGESH SHIVAJIRAO GAIKWAD	ASST. PROF.	
23	PROF. SONAL TUKARAM PATIL	ASST. PROF.	
24	DR. MUNDE SACHIN MAHOHAR	ASSO. PROF. (HOD)	
25	MR. OMKAR SHANKAR SAMBARE	LECTURER	
26	PROF. SHABARI ANAND SHIMPI	LIBRARIAN	



27	MR.SURYAKANT CHANDRARAO NAWLE	ASST.PROF.	<i>Sank</i>
28	MR. KISHOR NAMDEV LANDE	LECTURER	<i>Domde</i> 10/6/24
29	MR.MEGHRAJ JAYWANT SASE	LECTURER	
30	MS.NIVEDITA KALURAM DHANGAR	LECTURER	
31	MS. SONALI GURUNATH DALAL	LECTURER	<i>So. Dal</i> 10/6/24
32	MS. RAJESH BHASKAR DINKAR	LECTURER	<i>Rajankar</i> 10/6/24
33	MS. CHETANA RAJU GAIKWAD	LECTURER	
34	MS.ANKITA PRAKASH TIVARE	LECTURER	<i>Ankita</i> 10/6/24
35	MS. SNEHA HARSHAL BHERE	LECTURER	
36	MS. MAYURI SWAPNIL VADAVLE	LECTURER	<i>Mayur</i> 10/6/24
37	MS. GHAYWAT VISHAKA VAIBHAV	LECTURER	<i>Gh</i> 10-06-24
38	MS. BHUJADE TEJASWINI ANIL	LECTURER	<i>Bhujade</i> 10/6/24
39	MS. BONDRE DISHA LAXMAN	LECTURER	<i>Bondre</i> 10/6/24
40	MS.MADHURI YOGESH PATIL	ASST.PROF.	<i>Madhuri</i> 10/6/24
41	PROF. NEHA PRAKASH SASE	ASST.PROF.	

42 PROF. Sandesh Sunil chavhan Phy Director

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II Sabka Malik Atma II
Vishwatmak Jangli Maharaj Ashram Trust's
Atma Malik Institute of Technology & Research
Department of Mechanical Engineering

ACAD-DI-68	Notice	Academic Year: 2023-24
Rev : 00		Semester: EVEN
Date: 11/07/2022		

Date 02/04/2024

All the Teaching Staff are hereby informed that, Department of Mechanical Engineering is organizing an Expert Lecture on "Soft Skill & Personality Development" by Mr. Sayad Wali Ahmad on 03rd April 2024, at Session I-10:00 AM to 12:00 PM.

Principal
Dr. D. D. Shinde

Copy to: 1. HOD Civil Engineering 
2. HOD EXTC Engineering
3. HOD Computer Engineering
4. HOD First Year Engineering
5. Diploma Coordinator





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Vishwatmak Jangli Maharaj Ashram Trust's
Atma Malik Institute of Technology & Research (AMRIT)
Department of Mechanical Engineering

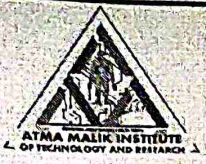
ACAD-DI-59	One Page Activity Report	Academic Year: 2023-24
Rev : 00		Semester: EVEN
Date: 11-7-2022		

- **Faculty Name** – Prof. Rupali S. Gaikwad. (Program Coordinator)
- **Date** – 03rd April 2024.
- **Planned Activity** - Expert Lecture on “Soft Skill & Personality Development” by Mr. Sayad Wali Ahmad.
- **Permission from Authorities** – Dr. D. D. Shinde (Principal AMRIT)
- **Implementation** – Personality development involves a multifaceted approach to shaping and enhancing an individual's character and interpersonal skills. This process can be implemented through a combination of self-awareness, continuous learning, and practical experience. First, self-awareness is crucial; individuals must reflect on their strengths, weaknesses, and values to understand their current personality traits. Next, setting specific goals for personal growth helps direct efforts and measure progress. Engaging in diverse learning opportunities, such as reading, workshops, or mentorship, broadens perspectives and fosters emotional intelligence. Additionally, practical experience, including stepping out of one's comfort zone and facing challenges, builds resilience and adaptability. Regular self-assessment and feedback from others further refine and solidify personality development. By integrating these strategies, individuals can cultivate a well-rounded and authentic personality that enhances both personal fulfillment and professional success.
- **Issues** – No
- **Conclusion**- In conclusion, personality development is a dynamic and ongoing journey that requires commitment to self-improvement and openness to growth. By engaging in self-reflection, setting clear objectives, seeking diverse learning experiences, and embracing practical challenges, individuals can foster a more nuanced and resilient character. The process not only enhances personal well-being but also enriches relationships and professional interactions, leading to a more fulfilling and balanced life. Ultimately, investing in personality development is an investment in one's overall potential, paving the way for greater self-confidence, empathy, and success across various aspects of life.
- **Completion Report** – Expert Lecture Successfully Conducted on 03rd April 2024.


Program Coordinator
Prof. Rupali S. Gaikwad.




HOD
Dr. Suryakant B. Chandgude

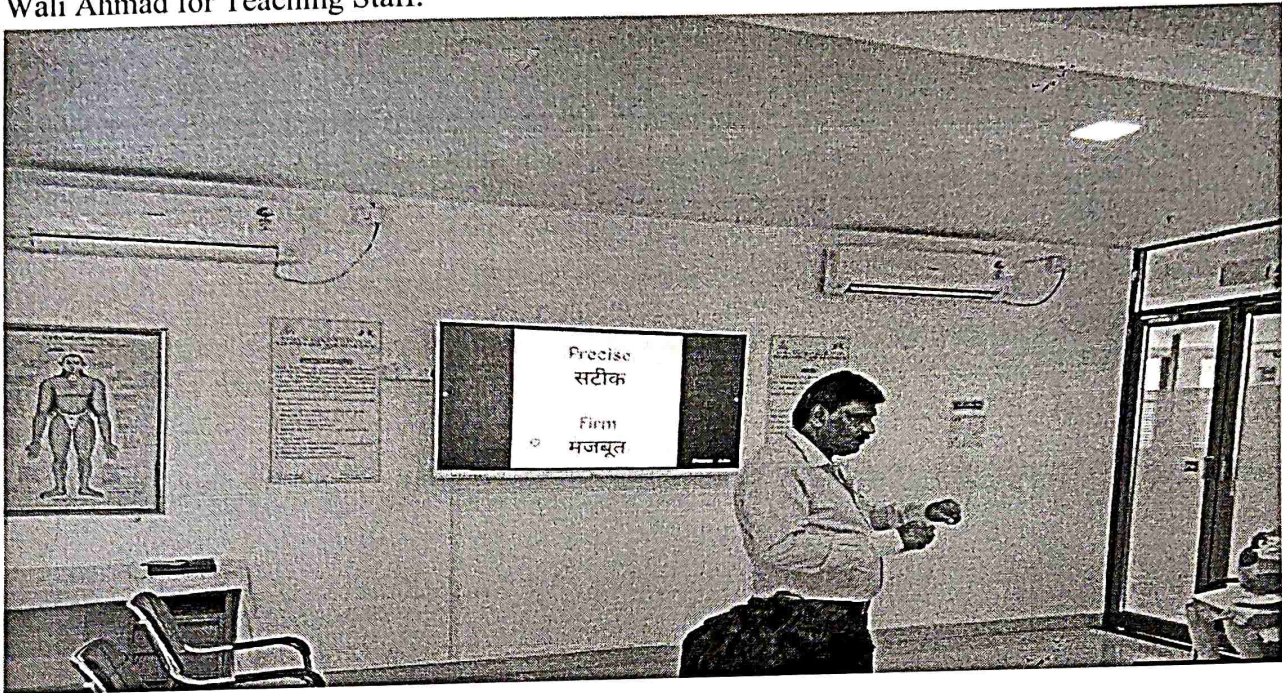


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Vishwatmak Jangli Maharaj Ashram Trust's
Atma Malik Institute of Technology & Research (AMRIT)
Department of Mechanical Engineering

REPORT ON EXPERT LECTURE ON "SOFT SKILL & PERSONALITY DEVELOPMENT" HELD ON 04TH APRIL 2024

Department of Mechanical Engineering, AMRIT, Aghai conducted Expert Lecture on "Soft Skill & Personality Development" on 04th April 2024, Thursday at 10:00 am to 12:00 pm by Mr. Sayad Wali Ahmad for Teaching Staff.

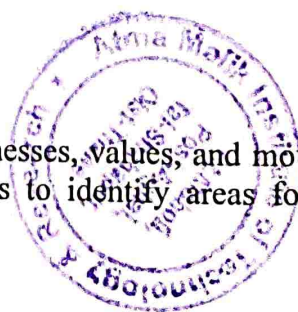


Personality development is a vital process that encompasses the evolution of an individual's character, behavior, and interpersonal skills. It involves cultivating a well-rounded sense of self through self-awareness, emotional intelligence, and effective communication. This journey is not limited to superficial traits but delves into deeper aspects of one's values, beliefs, and motivations. Effective personality development can lead to enhanced self-confidence, improved relationships, and greater professional success. By actively engaging in personal growth activities, such as setting goals, seeking feedback, and embracing new experiences, individuals can shape their personalities in ways that align with their aspirations and values. Understanding and investing in personality development empowers individuals to navigate life's challenges more adeptly and achieve a more balanced and fulfilling life.

Personality development is the process of improving and refining one's character, behavior, and interpersonal skills to achieve personal and professional growth. It encompasses a broad range of aspects, including self-awareness, emotional intelligence, communication skills, and social interactions. The goal is to cultivate a well-rounded and authentic personality that enhances personal fulfillment and success in various areas of life.

Key components of personality development include:

Self-Awareness: Understanding one's strengths, weaknesses, values, and motivations is foundational to personal growth. Self-awareness allows individuals to identify areas for improvement and set meaningful goals.





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Department of Mechanical Engineering

Emotional Intelligence: Developing the ability to recognize, understand, and manage one's own emotions, as well as empathize with others, is crucial for effective communication and relationship-building.

Communication Skills: Effective verbal and non-verbal communication enhances interactions with others, facilitates better understanding, and fosters stronger relationships.

Continuous Learning: Engaging in lifelong learning, whether through formal education, reading, or experiential learning, broadens perspectives and contributes to personal development.

Practical Experience: Facing and overcoming challenges, stepping out of one's comfort zone, and taking on new responsibilities help build resilience and adaptability.

Feedback and Reflection: Regularly seeking feedback from others and reflecting on one's experiences contribute to ongoing personal growth and self-improvement.

Overall, personality development is a continuous and dynamic process that requires dedication and self-reflection. By focusing on these key areas, individuals can cultivate a personality that aligns with their aspirations and values, leading to a more balanced, fulfilling, and successful life.



In conclusion, personality development is a dynamic and ongoing journey that requires commitment to self-improvement and openness to growth. By engaging in self-reflection, setting clear objectives, seeking diverse learning experiences, and embracing practical challenges, individuals can foster a more nuanced and resilient character.



Principal

Dr. D. D. Shinde.

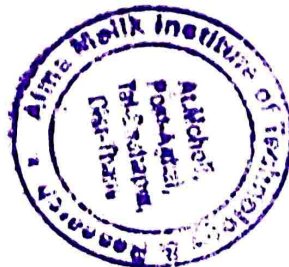
Expert Lecture on Writing Skills/Soft Skills Date: 03/04/2024
 Name of the Expert: Mr. Sayed Wali Time: 10:15 am onwards
 Venue: Board Room

IISABKA MALIK ATMAII

Vishwatmak Jangli Maharaj Ashram Trust, Kokamthan
 Department : Atma Malik Institute of Technology and Research(DEGREE)

AMRIT DEGREE STAFF LIST

Sr.No.	Name of the Employee	Designation	Name of Department	Sign
1	DR. DNYANDEO DATTATRAYA SHINDE	PRINCIPAL	MECHANICAL	
2	DR. RAJENDRAN D.R.	PROFESSOR	MECHANICAL	
3	DR. SURYAKANT BHAUSAHEB CHANDGUDE	PROFESSOR	MECHANICAL	
4	DR. SHYAM KUMAR CHAUDHARY	ASSO. PROF.	MECHANICAL	
5	PROF. GOVINDRAO EKNATHRAO CHAVAN	ASST. PROF. (VICE PRINCIPAL)	MECHANICAL	
6	PROF. ULHASKUMAR VISHWASRAO PATIL	ASST. PROF. (HOD)	MECHANICAL	
7	PROF. RUPALI SURESH GAIKWAD	ASST. PROF.	MECHANICAL	
8	PROF. SONALI MANGESH PATIL	ASST. PROF.	MECHANICAL	
9	DR. MACHINDRANATH SAKHAHARI PURKAR	PROFESSOR (HOD)	CIVIL	
10	PROF. RAJESH RAJGURU	ASST. PROF.	CIVIL	
11	PROF. SHAILESH JAYPRAKASH PAGAR	ASST. PROF.	CIVIL	
12	PROF. NIVRUTTI AMRUT JADHAV	ASST. PROF.	CIVIL	
13	PROF. SONIYA VILAS KADAM	ASST. PROF.	CIVIL	
14	PROF. SANTOSH RAMESH GHULE	ASST. PROF.	CIVIL	
15	PROF. YOGESHWARI DILIP HARDAS	ASST. PROF. (HOD)	COMPUTER	
16	PROF. SWATI SAGAR BHOIR	ASST. PROF.	COMPUTER	
17	PROF. PUJA PRAVIN SHINDE	ASST. PROF.	COMPUTER	
18	PROF. POONAM NITIN TIWARE	ASST. PROF.	COMPUTER	
19	PROF. NARESH RAMKRUSHNA SHENDE	ASST. PROF.	COMPUTER	
20	PROF. AMIT NIMBEKAR	ASST. PROF.	EXTC	
21	PROF. NISHA VIVEK SHELAR	ASST. PROF.	EXTC	
22	PROF. DEEPAK RAVINDRA B. AVISKAR	ASST. PROF. (T&P OFFICER)	EXTC	
23	PROF. YOGESH SHIVAJIRAO GAIKWAD	ASST. PROF.	EXTC	
24	PROF. SONAL PATIL	ASST. PROF.	EXTC	
25	DR. MUNDE SACHIN MAHOHAR	ASSO. PROF. (HOD)	FE (DESH)	
26	PROF. NEHA PRAKASH SASE	ASST. PROF.	FE (DESH)	
27	MR. OMKAR SHANKAR SAMBARE	LECTURER	DESH	
28	PROF. SHABARI ANAND SHIMPI	LIBRARIAN	DESH	



IISABKA MALIK ATMAIL
Vishwatmak Jangli Maharaj Ashram Trust, Kokamthan
Department : Atma Malik Institute of Technology and Research(DIPLOMA)
AMRIT DIPLOMA STAFF LIST

Sr.No.	Name of the Employee	Designation	Name of Department	Sign
1	MR.NAWLE SURYAKANT	ASST.PROF.	DIPLOMA HEAD	
2	MR.SANTOSH TRYAMBAK SURYAVANSHI	LECTURER	MECHANICAL	
3	MR. KISHOR NAMDEV LANDE	LECTURER	MECHANICAL	<i>Plonef</i>
4	MR.MEGHRAJ JAYWANT SASE	LECTURER	MECHANICAL	
5	MS.NIVEDITA KALURAM DHANGAR	LECTURER	CIVIL	<i>N. Dhngar</i>
6	MS. SONALI GURUNATH DALAL	LECTURER	CIVIL	<i>S. Dalal</i>
7	MS. RAJESH BHASKAR DINKAR	LECTURER	CIVIL	<i>R. Dinkar</i>
8	MS. CHETANA RAJU GAIKWAD	LECTURER	CIVIL	<i>C. Gaikwad</i>
9	MS.ANKITA PRAKASH TIVARE	LECTURER	CIVIL	
10	MS. SNEHA HARSHAL BHERE	LECTURER	COMPUTER	
11	MS.MADHURI YOGESH PATIL	ASST.PROF.	FE (DESH)CHY	<i>M. Patil</i>
12	MS.VADAVLE MAYURI SWAPNIL	LECTURER	COMPUTER	



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Vishwatmak Jangali Maharaj Ashram Trust's

ATMA MALIK INSTITUTE OF TECHNOLOGY & RESEARCH

A.Y. 2023-24

NAME OF EVENT : Communication Skills

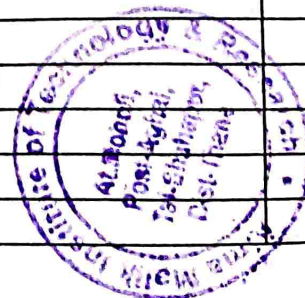
EXPERT LECTURE BY Mr. Syed Wali Ahmad.

TIME:

DATE: 03/04/2024.

Sr.No	Name of Staff	Dept.	Sign
1	Madhuri Patil	Desh	
2	Aksha Sase	Desh	
3	Sonika Vilas Kadam	Civil	
4	Sonali Patil	Mechanical	
5	Rupali Gaikwad	Mechanical	
6	Poonam Tiwari	Computer	
7	Dr. S. B. Chandgude	Mechanical	
8	Dr. D. R. Rajendran	Mechanical	
9	Mr. Pravin M. Thorat	Civil Engineering	
10	Mr. Rajesh S. Rajguru	Civil Engineering	
11	Narish Shende	Computer Engg.	
12	Amit Nimbekar	EXTC	
13	Dr. Supam Kumar Chandhoke	Mechanical	
14	Yogeshwari Hazdas	Computer Engg	
15	Nisha Shelar	EXTC	
16	Deepak Baviskar	EXTC	
17	Umesh Patil	Mech	
18	Nivrutti Jadhav	Civil	
19	Santosh Ghule	Civil	
20	Yogesh S. Gaikwad	E&TC	
21	Swati S. Bhoir	Comp.	
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29	Vishwatmak Jangali Maharaj Ashram Trust's		
30	Inward No 32229 32230		
31	Date 05/04/24		
32			
33			

12:56 PM



Presentation Evaluation Form

Name of the Topic: Communication skill Date: 03/04/24

Presented by: Sayed sir

1. Table of Attributes/Parameters

Attributes / Parameters for Evaluation	Rating of the Presentation				
	Excellent	Very Good	Good	Bad	Very Bad
	5	4	3	2	1
Volume and modulation	☐	☒	☐	☐	☐
Effectiveness and Efficiency	☐	☒	☐	☐	☐
Enthusiasm	☒	☐	☐	☐	☐
Body Language	☒	☐	☐	☐	☐
Clarity of Language and speaking	☐	☒	☐	☐	☐
Engaging	☐	☒	☐	☐	☐
Easy to follow	☐	☒	☐	☐	☐
Presenter is prepared	☐	☒	☐	☐	☐
Visual aids contents are effective	☒	☐	☐	☐	☐
Scheduled was followed in timely manner	☒	☐	☐	☐	☐
Questions were answered by the speaker	☐	☒	☐	☐	☐

Note: Tick mark the relevant (✓)

2. Do you have any comments, suggestions, or feedback to the presentation?

Session was good and informative

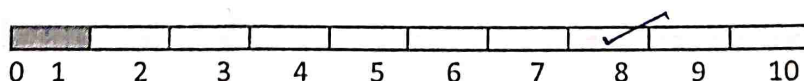
3. What is the most useful information did you get from this presentation?

communication skill and presentation skill

4. Would you recommend this presentation to your friends or colleagues?

- ☒ Yes
☐ No

5. Overall rating for this presentation (1 is the lowest and 10 is the highest)



6. Are you planning to attend any future workshop from this presenter or presentation?

- ☒ Yes
☐ No



Presentation Evaluation Form

Name of the Topic: Soft Skills & Personality Development Date: 03/04/2024
 with an emphasis on english spoken & written language
 Presented by: Mr. Sayyed Wali A.

1. Table of Attributes/Parameters

Attributes / Parameters for Evaluation	Rating of the Presentation				
	Excellent	Very Good	Good	Bad	Very Bad
	5	4	3	2	1
Volume and modulation	☐	☒	☐	☐	☐
Effectiveness and Efficiency	☐	☒	☐	☐	☐
Enthusiasm	☐	☒	☐	☐	☐
Body Language	☒	☐	☐	☐	☐
Clarity of Language and speaking	☒	☐	☐	☐	☐
Engaging	☐	☒	☐	☐	☐
Easy to follow	☐	☒	☐	☐	☐
Presenter is prepared	☒	☐	☐	☐	☐
Visual aids contents are effective	☐	☒	☐	☐	☐
Scheduled was followed in timely manner	☒	☐	☐	☐	☐
Questions were answered by the speaker	☒	☐	☐	☐	☐

Note: Tick mark the relevant (✓)

2. Do you have any comments, suggestions, or feedback to the presentation?

No.

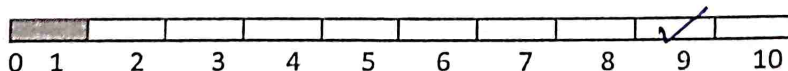
3. What is the most useful information did you get from this presentation?

Communication skills

4. Would you recommend this presentation to your friends or colleagues?

- ☒ Yes
☐ No

5. Overall rating for this presentation (1 is the lowest and 10 is the highest)



6. Are you planning to attend any future workshop from this presenter or presentation?

- ☒ Yes
☐ No



Presentation Evaluation Form

Name of the Topic: Communication Skills Date: 03/04/2024

Presented by: Mr. Saged Wali Sir.

1. Table of Attributes/Parameters

Attributes / Parameters for Evaluation	Rating of the Presentation				
	Excellent	Very Good	Good	Bad	Very Bad
	5	4	3	2	1
Volume and modulation	☐	☒	☐	☐	☐
Effectiveness and Efficiency	☒	☐	☐	☐	☐
Enthusiasm	☒	☐	☐	☐	☐
Body Language	☒	☐	☐	☐	☐
Clarity of Language and speaking	☒	☐	☐	☐	☐
Engaging	☒	☐	☐	☐	☐
Easy to follow	☒	☐	☐	☐	☐
Presenter is prepared	☒	☐	☐	☐	☐
Visual aids contents are effective	☐	☒	☐	☐	☐
Scheduled was followed in timely manner	☒	☐	☐	☐	☐
Questions were answered by the speaker	☒	☐	☐	☐	☐

Note: Tick mark the relevant (✓)

2. Do you have any comments, suggestions, or feedback to the presentation?

It's very good session.

3. What is the most useful information did you get from this presentation?

4. Would you recommend this presentation to your friends or colleagues?

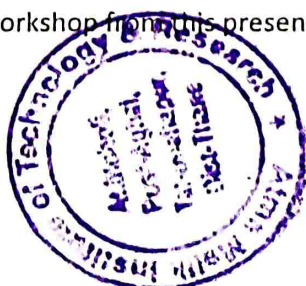
- ☒ Yes
☐ No

5. Overall rating for this presentation (1 is the lowest and 10 is the highest)



6. Are you planning to attend any future workshop from this presenter or presentation?

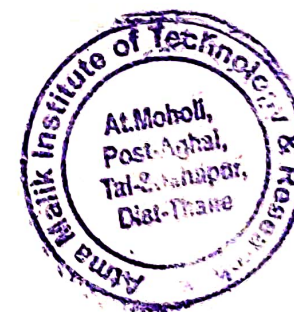
- ☒ Yes
☐ No



6.3.3 Average number of professional development /administrative training programs organized by the institution for non teaching staff during the last five years (5)

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
23-02-2024	Expert Lecture	Motivational Speech	26
21-03-2024	Expert Lecture	Team Work	45
03-04-2024	Expert Lecture	Soft skill & personality Development	25
19-04-2024	Expert Lecture	Communication skill	23
09/06/2024-10/06/2024	Faculty Development Program	Management by Objective	26
01-09-2023 to 02-09-2023	Faculty Development Program	" National Education Policy 2020 "	2

Note: Classify the data and provide year-wise





II Sabka Malik Atma II
Vishwatmak Jangli Maharaj Ashram Trust's
Atma Malik Institute of Technology & Research
Department of Mechanical Engineering

ACAD-DI-68	Notice	Academic Year: 2023-24
Rev : 00		Semester: EVEN
Date: 11/07/2022		

Date 17/03/2024

All the Teaching Staff are hereby informed that, Department of Mechanical Engineering is organizing an Expert Lecture on "Communication Skill" by Mr. Sayad Wali Ahmad on 19th April 2024, at Session I-10:00 AM to 12:00 PM & Session II-03:00 PM to 04:30 PM.



HOD

Dr. Suryakant Chandgude



Principal
Dr. D. D. Shinde

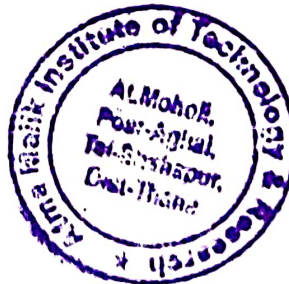
Copy to: 1. HOD Civil Engineering

2. HOD EXTC Engineering

3. HOD Computer Engineering

4. HOD First Year Engineering

5. Diploma Coordinator





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Vishwatmak Jangli Maharaj Ashram Trust's

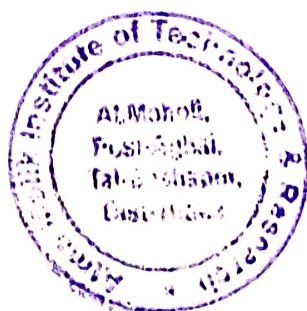
Atma Malik Institute of Technology & Research (AMRIT)

Department of Mechanical Engineering

ACAD-DI-59	One Page Activity Report	Academic Year: 2023-24
Rev : 00		Semester: EVEN
Date: 11-7-2022		

- **Faculty Name** – Prof. Rupali S. Gaikwad. (Program Coordinator)
- **Date** – 19th April 2024.
- **Planned Activity** - Expert Lecture on “Communication Skill” by Mr. Sayad Wali Ahmad.
- **Permission from Authorities** – Dr. D. D. Shinde (Principal AMRIT)
- **Implementation** – Implementing communication skills involves a multifaceted approach to ensure effective and meaningful interactions. At its core, active listening is crucial; it requires giving full attention to the speaker, demonstrating engagement through body language, and confirming understanding by reflecting and asking clarifying questions. Clear and concise messaging further enhances communication; as articulating thoughts directly and staying focused on the topic helps prevent misunderstandings. Non-verbal cues, such as appropriate eye contact and tone of voice, complement verbal communication by reinforcing or adjusting the intended message. Incorporating empathy and emotional intelligence allows for better understanding of others’ perspectives and validation of their emotions, fostering a more supportive dialogue.
- **Issues** – No
- **Conclusion**- In conclusion, mastering communication skills is essential for fostering meaningful and productive interactions across all areas of life. By combining active listening, clear and concise messaging, and effective non-verbal cues, individuals can ensure their messages are understood and received as intended. Incorporating empathy and emotional intelligence enhances relational dynamics, while adaptability and openness to feedback promote continuous improvement.
- **Completion Report** – Expert Lecture Successfully Conducted on 19th April 2024.


Program Coordinator
Prof. Rupali S. Gaikwad.




HOD
Dr. Suryakant B. Chandgude

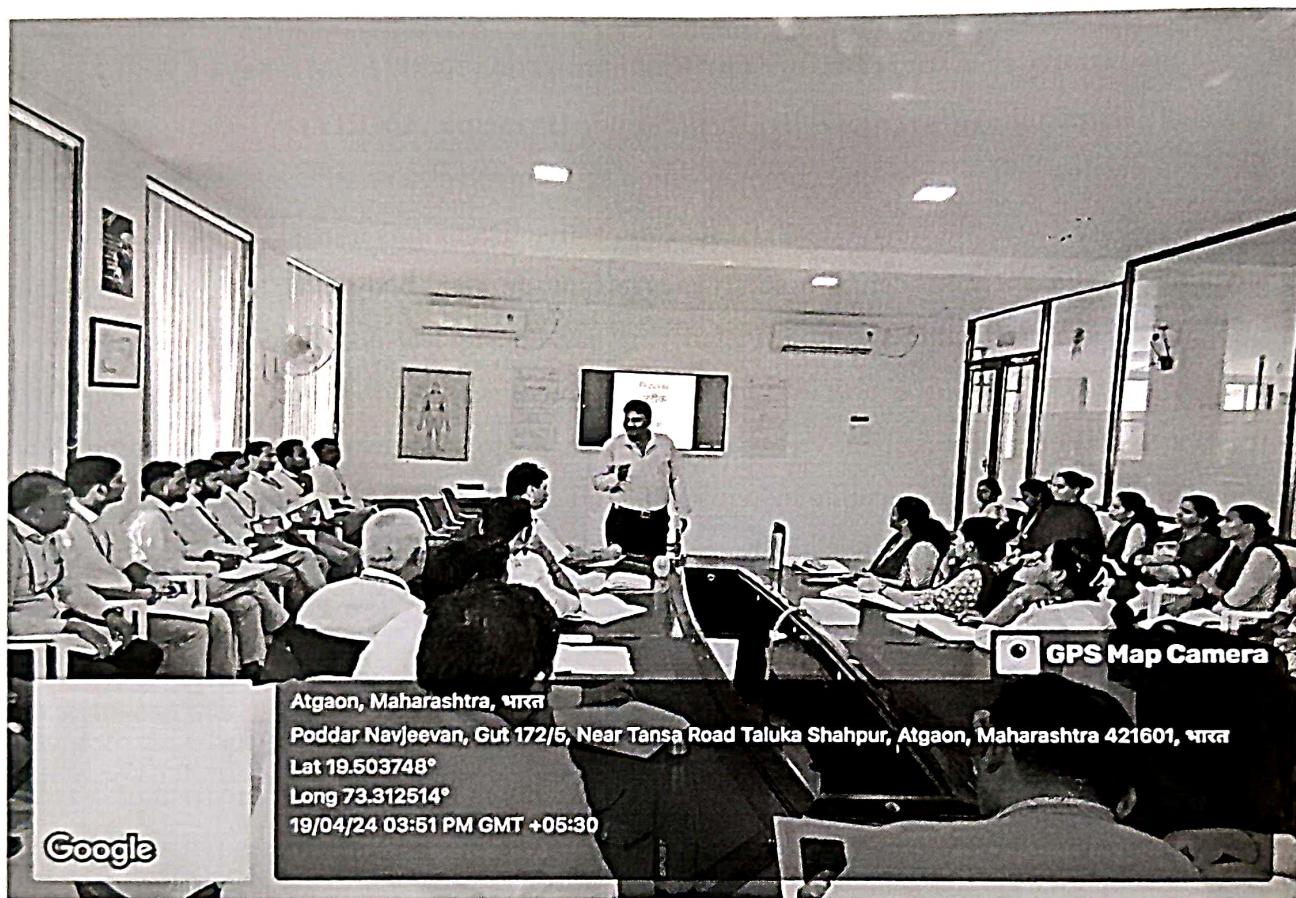




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Vishwatmak Jangli Maharaj Ashram Trust's
Atma Malik Institute of Technology & Research (AMRIT)
Department of Mechanical Engineering

REPORT ON EXPERT LECTURE ON "COMMUNICATION SKILL" HELD ON 19TH APRIL 2024

Department of Mechanical Engineering, AMRIT, Aghai conducted Expert Lecture on "Communication Skill" on 19th April 2024, Friday from Session I- 10:00 am to 12:00 pm & Session II- 03:00 pm -04:30 pm by Mr. Sayad Wali Ahmad for Teaching Staff.



Communication Skill is the cornerstone of effective interaction, essential for personal and professional success. It encompasses the ability to convey information clearly, listen actively, and engage meaningfully with others. Effective communication involves not just the articulation of thoughts and ideas, but also understanding and responding to the needs and perspectives of others. This skill is vital in various contexts—whether in everyday conversations, professional environments, or public speaking engagements. Mastering communication skills allows individuals to build strong relationships, resolve conflicts, collaborate effectively, and present their ideas persuasively. By combining verbal and non-verbal techniques with emotional intelligence and active listening, individuals can enhance their ability to connect with others and achieve their desired outcomes.

Communication Skill refers to the ability to convey information effectively and clearly, both in writing and verbally. It encompasses a range of techniques and practices that help ensure messages are understood as intended. Key components of strong communication skills include:



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Atma Malik Institute of Technology & Research (AMRIT)
Department of Mechanical Engineering

1. **Active Listening:** Fully focusing on the speaker, providing feedback, and clarifying points to ensure accurate understanding.
2. **Clarity and Conciseness:** Articulating thoughts in a straightforward manner without unnecessary complexity, making the message easy to grasp.
3. **Non-Verbal Communication:** Using body language, facial expressions, and tone of voice to reinforce or complement verbal messages.
4. **Empathy and Emotional Intelligence:** Recognizing and understanding others' emotions and perspectives, which helps build rapport and navigate interpersonal interactions effectively.
5. **Feedback and Adaptability:** Being open to receiving constructive feedback and adjusting communication styles based on the context and audience.
6. **Effective Questioning:** Asking the right questions to gather information, clarify doubts, and engage in meaningful discussions.
7. **Conflict Resolution:** Addressing disagreements or misunderstandings constructively to find mutually acceptable solutions.
8. **Professionalism in Written Communication:** Ensuring that written messages, such as emails and reports, are well-organized, free of errors, and appropriately formal.
9. **Practice and Self-Reflection:** Regularly evaluating and refining communication skills to improve effectiveness and adapt to different situations.

Strong communication skills are crucial for successful personal relationships, effective teamwork, and professional advancement. They facilitate clearer exchanges, foster better understanding, and contribute to overall productivity and harmony in various settings.





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Vishwatmak Jangli Maharaj Ashram Trust's
Atma Malik Institute of Technology & Research (AMRIT)
Department of Mechanical Engineering

The methods of communication skill involve a range of techniques and strategies designed to enhance how effectively and efficiently information is exchanged. Here are key methods to consider:

1. Verbal Communication:

Clarity: Use precise language and avoid jargon to ensure your message is easily understood.

Tone and Pitch: Adjust your tone and pitch to convey the appropriate emotion or emphasis, matching the context of the conversation.

Articulation: Speak clearly and at a moderate pace to avoid misunderstandings.

2. Non-Verbal Communication:

Body Language: Use gestures, facial expressions, and posture to reinforce your verbal message and convey openness or attentiveness.

Eye Contact: Maintain appropriate eye contact to show confidence and engage with your audience.

Proxemics: Be mindful of personal space and physical proximity, adjusting based on cultural norms and the nature of the interaction.

3. Active Listening:

Reflective Listening: Paraphrase or summarize what the speaker has said to confirm understanding and show that you are engaged.

Non-Verbal Cues: Use nods, verbal acknowledgments, and attentive posture to signal that you are listening.

Avoid Interrupting: Let the speaker finish their thoughts before responding, and avoid jumping in with your own ideas prematurely.

4. Written Communication:

Structure and Organization: Use clear headings, bullet points, and a logical flow to make written documents easy to read and understand.

Grammar and Spelling: Ensure accuracy in grammar, spelling, and punctuation to maintain professionalism and avoid confusion.

Conciseness: Be brief and to the point, avoiding unnecessary detail that may dilute the main message.

5. Feedback:

Constructive Feedback: Provide specific, actionable, and respectful feedback aimed at helping others improve their performance or behavior.

Requesting Feedback: Actively seek feedback on your own communication skills to identify areas for improvement and make necessary adjustments.



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Department of Mechanical Engineering

6. Presentation Skills:

Engaging Delivery: Use visual aids, storytelling, and interactive elements to captivate and hold the audience's attention.

Practice and Rehearsal: Prepare thoroughly for presentations to ensure confidence and smooth delivery.

In conclusion, mastering communication skills is essential for fostering meaningful and productive interactions across all areas of life. By combining active listening, clear and concise messaging, and effective non-verbal cues, individuals can ensure their messages are understood and received as intended. Incorporating empathy and emotional intelligence enhances relational dynamics, while adaptability and openness to feedback promote continuous improvement. Effective questioning and conflict resolution strategies further facilitate constructive dialogues, and professionalism in written communication reinforces clarity and precision. Ultimately, a commitment to practicing and reflecting on these skills not only enhances personal and professional relationships but also contributes to overall success and well-being. Embracing these principles leads to more effective communication, fostering collaboration, understanding, and positive outcomes in diverse contexts..



Principal

Dr. D. D. Shinde.

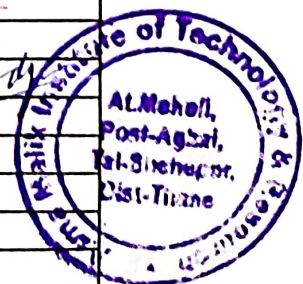
Time : 10:00 am to 12:00 noon

!! Sabka Malik Atma !!
Vishwatmak Jangli Maharaj Ashram Trusts
ATMA MALIK INSTITUTE OF TECHNOLOGY AND RESEARCH
Daily Attendance Date: 18/04/2024 19th April 2024

Sr no	Name of Faculty	Remark
1	Phad Rahul Shivaji	
2	Sonawane Hemant Deoram	
3	Hardas Yogeshwari Dilip	
4	Tiware Poonam Nitin	
5	Shinde Puja Pravin	
6	Patil Ulhaskumar Vishwasrao	
7	Dhangar Nivedita Kaluram	
8	Patil Sonali Mangesh	
9	Shelar Nisha Vivek	
10	Jadhav Nivrutti Amrut	
11	Hire Gulab Neoba	
12	Gaikwad Rupali Suresh	
13	Thorat Pravin Madhukarrao	
14	Suryavanshi Santosh Triyambak	
15	Baviskar Deepak Ravindra	
16	Dound Deepali Dattatray	
17	Bhoir Swati Sagar	
18	Patil Madhuri Yogesh	
19	Godade Sainath Prabhakar	
20	Tiware Sima Kamalakar	
21	Dalal Sonali Gurunath	
22	Dinkar Rajesh Bhaskar	
23	Sase Meghraj Jaywant	
24	Munde Sachin Manohar	
25	Gaikwad Chetana Raju	
26	Lande Kishor Namdev	
27	Tawade Pankaj Subhash	
28	Sangale Shamlee Narayan	
29	Chaudhary Shyam Kumar	
30	Sase Neha Prakash	
31	Desale Dipali Kapil	
32	Pagar Shailesh Jayprakash	
33	Tivare Ankita Prakash	
34	Kadam Soniya Vilas	
35	Shende Naresh Ramkrushna	
36	Ghule Santosh Ramesh	
37	Gaikwad Yogesh Shivajirao	
38	Bhere Sneha Harshal	
39	Sambare Omkar Shankar	
40	Chandgude Suryakant Bhausaheb	
41	Vadavle Mayuri Swapnil	
42	Nimbekar Amit Minesh	
43	Rajguru Rajesh Sampat	
44	Barathe Ashish Vikas	
45	Nawle Suryakant Chandrarao	

46 Patil Sonal
 47 Pallavi vishe

Sph
 Walling



Name of the Expert : Mr. Sayed Waji
Topic - Effective Communication Skill

Date : 19 April 2024
Time : 3:15 pm onwards

II Sabka Malik Atma !!
Vishwatmak Jangli Maharaj Ashram Trusts
ATMA MALIK INSTITUTE OF TECHNOLOGY AND RESEARCH
Daily Attendance Date: 19/04/2024

Time - 3.00 pm

Sr no	Name of Faculty	Remark
1	Phad Rahul Shivaji	
2	Sonawane Hemant Deoram	
3	Hardas Yogeshwari Dilip	
4	Tiware Poonam Nitin	
5	Shinde Puja Pravin	
6	Patil Ulhaskumar Vishwasrao	
7	Dhangar Nivedita Kaluram	
8	Patil Sonali Mangesh	
9	Shelar Nisha Vivek	
10	Jadhav Nivrutti Amrut	
11	Hire Gulab Neoba	
12	Gaikwad Rupali Suresh	
13	Thorat Pravin Madhukarrao	
14	Suryavanshi Santosh Triyambak	
15	Baviskar Deepak Ravindra	
16	Dound Deepali Dattatray	
17	Bhoir Swati Sagar	
18	Patil Madhuri Yogesh	
19	Godade Sainath Prabhakar	
20	Tiware Sima Kamalakar	
21	Dalal Sonali Gurunath	
22	Dinkar Rajesh Bhaskar	
23	Sase Meghraj Jaywant	
24	Munde Sachin Manohar	
25	Gaikwad Chetana Raju	
26	Lande Kishor Namdev	
27	Tawade Pankaj Subhash	
28	Sangale Shamlee Narayan	
29	Chaudhary Shyam Kumar	
30	Sase Neha Prakash	
31	Desale Dipali Kapil	
32	Pagar Shailesh Jayprakash	
33	Tivare Ankita Prakash	
34	Kadam Soniya Vilas	
35	Shende Naresh Ramkrushna	
36	Ghule Santosh Ramesh	
37	Gaikwad Yogesh Shivajirao	
38	Bhere Sneha Harshal	
39	Sambare Omkar Shankar	
40	Chandgude Suryakant Bhausaheb	
41	Vadavle Mayuri Swapnil	
42	Nimbekar Amit Minesh	
43	Rajguru Rajesh Sampat	
44	Barathe Ashish Vikas	
45	Nawle Suryakant Chandrarao	
46	Patil Sonal Tukaram	

47. Dr. Rajendran DE
48. S. C. Nawle

S. C. Nawle





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Atma Malik Institute of Technology & Research (AMRIT)
Department of Mechanical Engineering

ACAD-DI-59	One Page Activity Report	Academic Year: 2023-24
Rev : 00		Semester: EVEN
Date: 11-7-2022		

- **Faculty Name** – Dr. Suryakant B. Chandgude
- **Date** – 09 – 10 June 2024.
- **Planned Activity** – Two Days Training Programme on “Management by Objectives (MBO)”
- **Permission from Authorities** – Shri. Umeshji Jadhav, Executive President
- **Implementation** – Management by Objectives is a strategy where managers and employees work together to set, track, and achieve specific goals. It helps ensure everyone is on the same page and focused on achieving the organization's overall mission.
- **Issues** – No
- **Conclusion** – Management by Objectives is a collaborative and systematic approach to setting and achieving goals within an organization, enhancing clarity, alignment, and motivation among employees.
- **Attendance Report**- Attached & Photo Attached.
- **Completion Report** – Two Days Training Programme on “Management by Objectives (MBO)”, successfully completed on 10th June 2024.

Dr. S. B. Chandgude
Programme Coordinator


Dr. D. D. Shinde
Principal





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Atma Malik Institute of Technology & Research (AMRIT)

Department of Mechanical Engineering

॥ - आत्मा मालिक - ॥

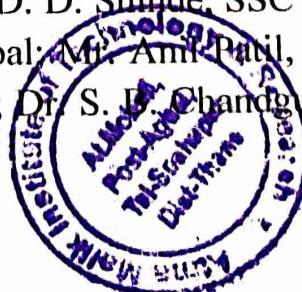
12th June 2024

Report on Two-Day Training Programme on "Management by Objectives"



The Atma Malik Training Center (ATC) organized a two-day training programme on "Management by Objectives" (MBO) for all the teaching and non-teaching staff of Atma Malik Dhyanpeeth campus, Aghai, Shahapur on the 9th and 10th of June 2024.

The programme commenced with an inauguration ceremony led by the Executive President (EP), Shri Umeshji Jadhav, who performed the lighting of the lamp and pratima puja of Sadguru. The event was graced by several esteemed guests, including the key speaker Mr. Sayed Wali, Education Officer; Dr. D. D. Shinde, SSC Board School Principal; Mr. Kailas Thorat, CBSE School Board Principal; Mr. Anil Patil, Manager General; Mr. Gulab Hire, Manager HR; Mr. Madhav Munde; Dr. S. D. Chandgude; and Vice-Principal Mr. Govind Chavan.





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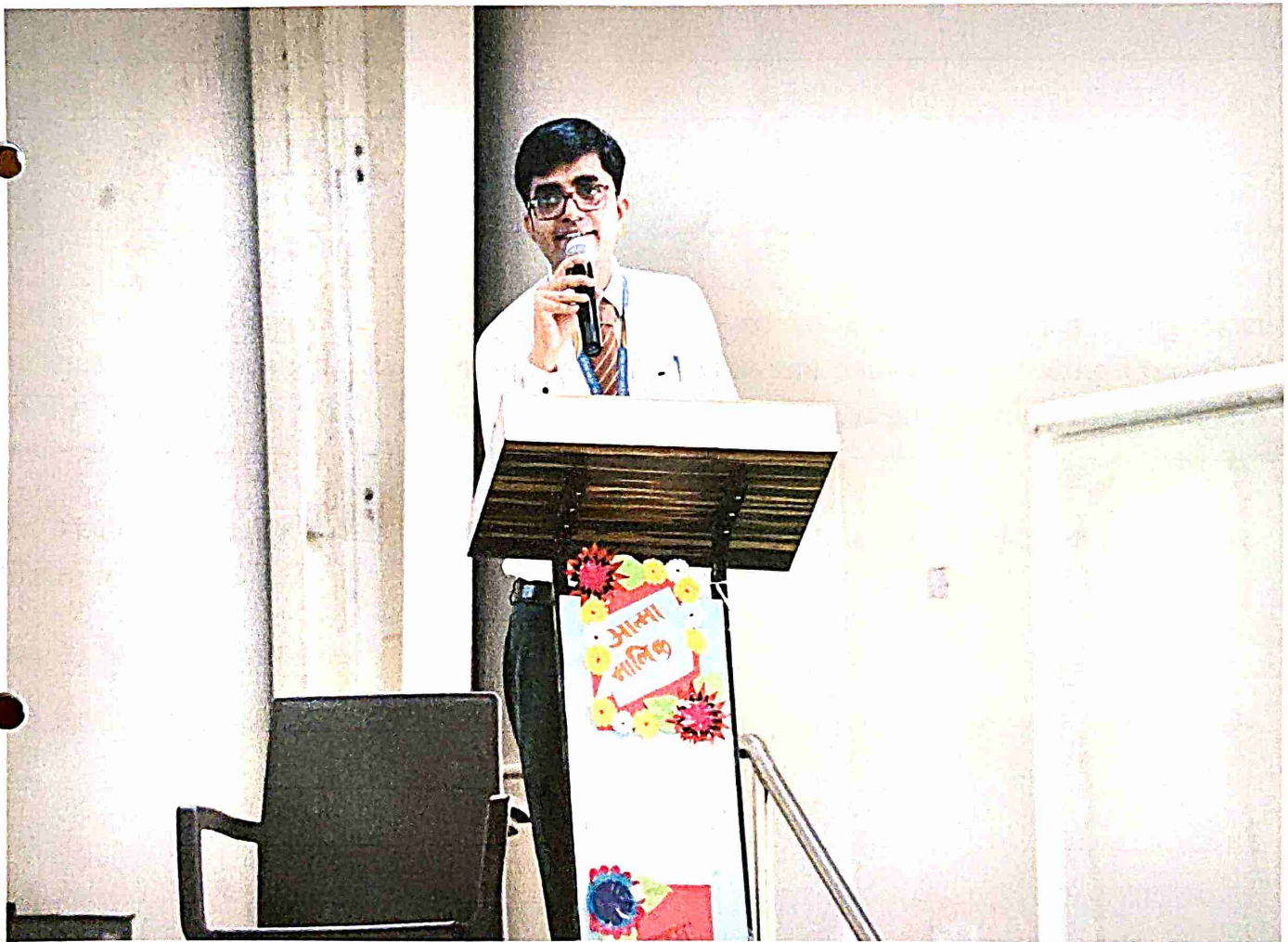
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Atma Malik Institute of Technology & Research (AMRIT)

Department of Mechanical Engineering

Day 1: Sessions and Presentations

Mr. Kailas Thorat provided an overview of the two-day training programme, highlighting the significance of MBO for both teaching and non-teaching staff. The EP, Shri Umeshji Jadhav, then offered insights into the ATMA MALIK family, tracing its journey from its inception in 2008 to its current status. He emphasized the importance of meditation and detailed the organizational structure of SANT PARIVAR and their societal contributions.



Mr. Sayed Wali, the key speaker, began his session by explaining the key steps, benefits, and challenges of MBO to the participants. He elaborated on how this systematic approach aids individual and organizational growth. Post-lunch, Mr. Wali shared practical examples and outcomes of MBO implementation in various organizations, using engaging video clips to clarify MBO concepts.





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Department of Mechanical Engineering



Following a tea break, Mr. Gulab Hire presented the structure and maintenance of files at the trust office, including the Standing Order (SO) file and Standard Operating Procedure (SOP) file. He explained the letter communication procedure, urging participants to adhere to standard practices in official correspondence.

Mr. Madhav Munde discussed the ethical code of conduct, leave policies, and other HR-related matters during his presentation.

Day 2: Sessions and Presentations





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Department of Mechanical Engineering



The second day began with Mr. Wali's recap of the first day's MBO information. This was followed by presentations from teaching faculty members of AMRIT, SSC Board School, and CBSE School Board, who discussed departmental and individual objectives for the current academic year. Mr. Wali provided detailed feedback and guidance to enhance the objectives presented.

Dr. D. D. Shinde presided over a session and presented on admissions in the schools, engineering college, and polytechnic, urging all to support and take efforts to increase admissions.

Mr. Pankaj Badgujar presented the 7C's concept, motivating participants to adhere to these principles. Due to time constraints, Dr. S. B. Chandgude delivered a brief presentation on "Six Japanese Techniques to Overcome Laziness."

Finally, Mr. Sakat provided an overview of the hostel facilities and addressed maintenance issues faced by the hostel staff.





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Atma Malik Institute of Technology & Research (AMRIT)

Department of Mechanical Engineering

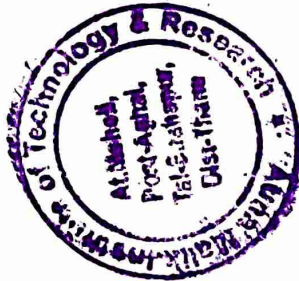
Conclusion

The programme concluded with closing remarks from the Executive President, followed by a vote of thanks from Mr. Gulab Hire. The event ended with Amrutwani and the National Anthem.

Prepared by: Dr. S. B. Chandgude

Place: Atma Malik Dhyapeeth

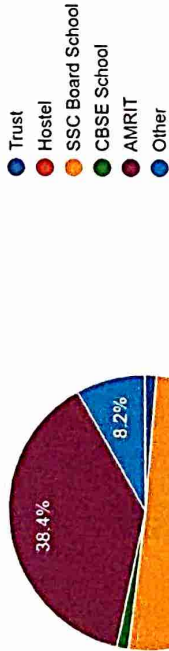
Dr. D. D. Shinde
Principal



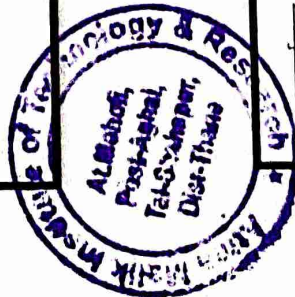
Feedback of Two days Training Programme on Management by Objectives conducted on 9th and 10th June 2024

विभाग/युनिटचे नाव (Name of Section/Unit)

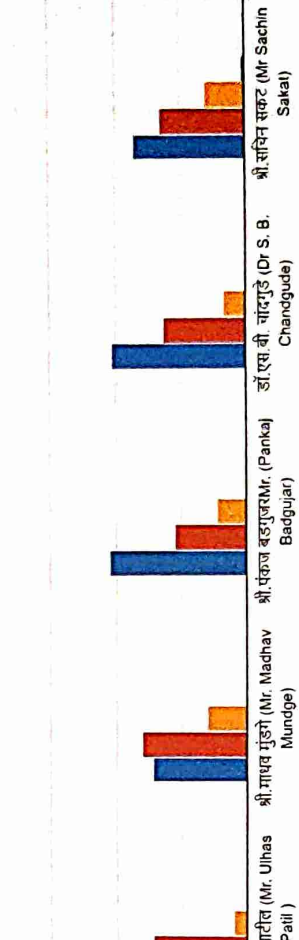
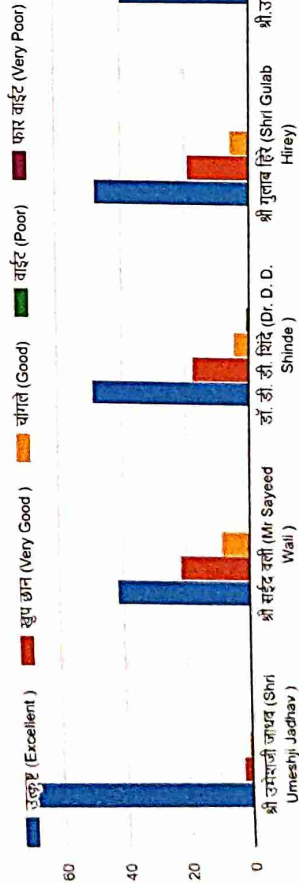
73 responses



Sr. No.	Name of the Unit	Total no. of staff who have given the feedback from each unit	Remarks
1	AMRIT	28	
2	SSC School Board	37	
3	CBSE School Board	01	
4	Trust Office	01	
5	Others	06	
Total		73	

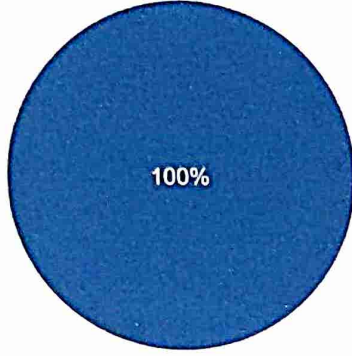


सोदरकरसर्वोदय अभिप्राय (Please give your overall feedback of Speaker)



या सादरीकरणातून उपयुक्त माहिती मिळाली का?

73 responses



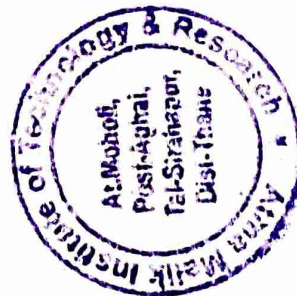
● होय
● नाही

तुम्ही या प्रस्तुतकर्त्याकडून किंवा सादरीकरणाच्या भविष्यातील कार्यशाळेत सहभागी होण्याचा विचार करत आहात का?

73 responses

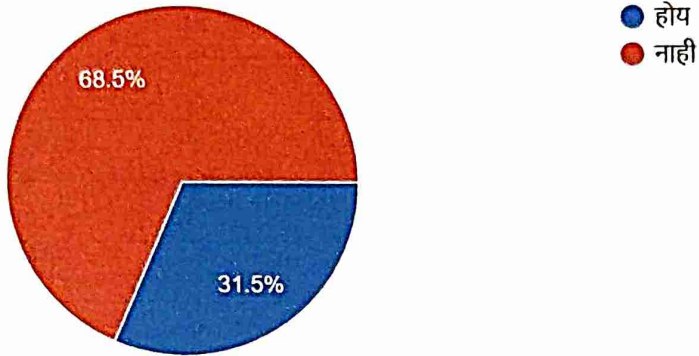


● होय
● नाही



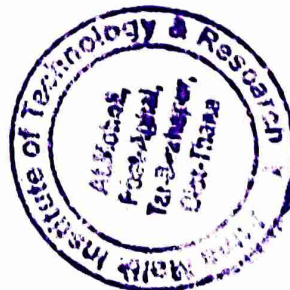
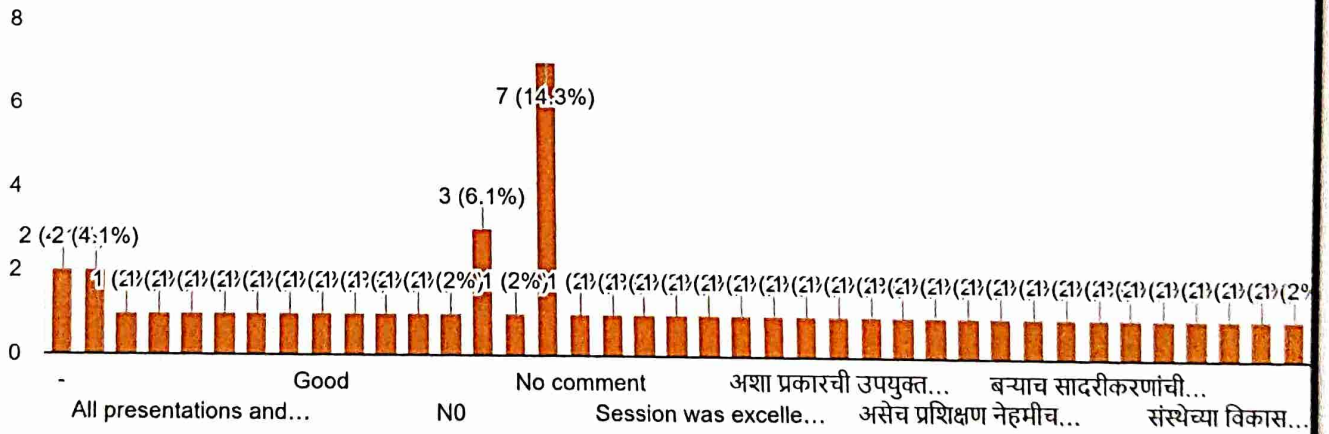
सादरीकरणाबद्दल तुमच्या काही टिप्पण्या, सूचना किंवा अभिप्राय आहेत का?

73 responses



सादरीकरणाबद्दल तुमची काही टिप्पणी, सूचना असेल तर थोडक्यात मांडा.

49 responses



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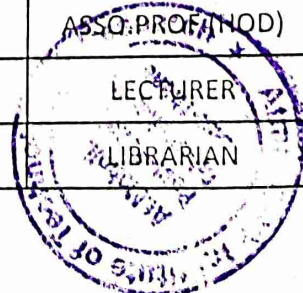
Vishwatmak Jangli Maharaj Ashram Trust, Kokamthan

Department : Atma Malik Institute of Technology and Research(DEGREE)

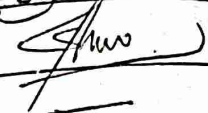
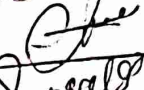
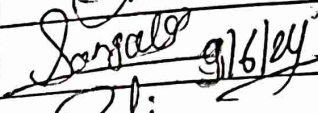
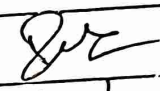
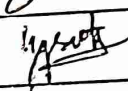
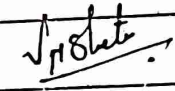
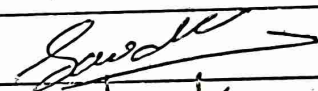
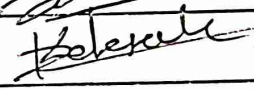
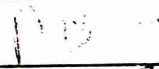
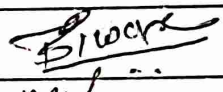
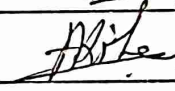
AMRIT DEGREE STAFF LIST

9/06/2024

Sr.No.	Name of the Employee	Designation	Singature
1	DR. DNYANDEO DATTATRAYA SHINDE	PRINCIPAL	
2	DR. RAJENDRAN D.R.	PROFESSOR	
3	DR. SURYAKANT BHAUSAHEB CHANDGUDE	PROFESSOR	
4	DR. SHYAM KUMAR CHAUDHARY	ASSO. PROF.	
5	PROF. GOVINDRAO EKNATHRAO CHAVAN	ASST. PROF. (VICE PRINCIPAL)	
6	PROF. ULHASKUMAR VISHWASRAO PATIL	ASST. PROF. (HOD)	30/12/2023
7	PROF. RUPALI SURESH GAIKWAD	ASST. PROF.	
8	PROF. SONALI MANGESH PATIL	ASST. PROF.	09/06/24
9	PROF. SURYAWANSHI SANTOSH	ASST. PROF.	09/06/24
10	DR. MACHINDRANATH SAKHAHARI PURKAR	PROFESSOR (HOD)	
11	PROF. SHAILESH JAYPRAKASH PAGAR	ASST. PROF.	
12	PROF. NIVRUTTI AMRUT JADHAV	ASST. PROF.	
13	PROF. SONIYA VILAS KADAM	ASST. PROF.	09/06/24
14	PROF. SANTOSH RAMESH GHULE	ASST. PROF.	09/06/24
15	PROF. RAJESH SAMPAT RAJGURU	ASST. PROF.	09/06/24
16	PROF. SWATI SAGAR BHOIR	ASST. PROF.	09/06/24
17	PROF. NARESH RAMKRUSHNA SHENDE	ASST. PROF.	
18	PROF. AMIT MINESH NIMBEKAR	ASST. PROF.	09/06/24
19	PROF. NISHA VIVEK SHELAR	ASST. PROF.	
20	DR. SHELKE RAMESH	ASSO. PROF.	
21	PROF. DEEPAK RAVINDRA BHAVISKAR	ASST. PROF. (T&P OFFICER)	
22	PROF. YOGESH SHIVAJIRAO GAIKWAD	ASST. PROF.	
23	PROF. SONAL TUKARAM PATIL	ASST. PROF.	09/06/24
24	DR. MUNDE SACHIN MAHOHAR	ASSO. PROF. (HOD)	09/06/24
25	MR. OMKAR SHANKAR SAMBARE	LECTURER	09/06/24
26	PROF. SHABARI ANAND SHIMPI	LIBRARIAN	09/06/24



AMRIT Non-Teaching(DEGREE)

1	Mr..GULAB NEOBA HIRE	REGISTRAR	
2	Mr. JALINDER NANASAHEB SHINDE	ASST.REGISTRAR	
③	MR.KAPIL KAMLAKAR PATIL	OFFICE SUPERINTENDENT	
4	MR. MAHESH BABAN MORE	SR CLER	
5	MR.RAJESH KASHINATH CHAUDHARI	SR CLER	
6	MS. SHAMLEE NARAYAN SANGALE	STENO GRAPHER	 9/6/24
7	MS.RAJSHRI VAIBHAV KIRPAN	CLERK	
8	MR.RAHUL SHIVAJI PHAD	ASST.COE	
9	MR. SHUBHAM NANASAHEB THORAT	CLERK	
10	MR.VIJAY RAGHUNATH CHAUDHARI	ACCOUNTANT	
11	MR.BHUSHAN BHASKAR VISHE	LAB.ASST.-CIVIL	
12	MS.JAGRUTI PRAKASH SONARE	LAB.ASST.CIVIL	
13	MR.AMOL BALKRISHNA BOMBE	WORKSHOP (MECH)	
14	MR. VISHWAJIT NANDKUMAR SHETE	Lab Assistant -MECH	
15	MS.JYOTI JAYRAM MOULE	Lab Assistant-COMP	
16	MR.UMESH PARMESHWAR TALEKAR	SYSTEM ANALYST	
17	MR.PANKAJ SUBHASH TAWADE	CCTV OPERATOR- COMP/IT	
18	MS. DIPALI KAPIL DESALE	Lab Assistant-EXTC	
19	MS.PALLAVI BHASKAR VISHE	LAB.ASST.-DESH	
20	MS.SIMA KAMLAKAR TIWARE	LAB.ASST-DESH	
21	MR.ASHOK KASHINATH VISHE	PEON	
22	MR. VINAYAK JANU FASALE	PEON	



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Vishwatmak Jangli Maharaj Ashram Trust, Kokamthan

Department : Atma Malik Institute of Technology and Research(DIPLOMA)

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AMRIT DIPLOMA STAFF LIST

Sr.No.	Name of the Employee	Designation	Singature
1	MR.SURYAKANT CHANDRARAO NAWLE	ASST.PROF.	P
3	MR. KISHOR NAMDEV LANDE	LECTURER	<i>[Signature]</i> 9/6/24
4	MR.MEGHRAJ JAYWANT SASE	LECTURER	<i>[Signature]</i> 9/6/24
5	MS.NIVEDITA KALURAM DHANGAR	LECTURER	<i>[Signature]</i> 9/6/24
6	MS. SONALI GURUNATH DALAL	LECTURER	<i>[Signature]</i> 9/6/24
7	MS. RAJESH BHASKAR DINKAR	LECTURER	<i>[Signature]</i> 9/6/24
8	MS. CHETANA RAJU GAIKWAD	LECTURER	<i>[Signature]</i> 9/6/24
9	MS.ANKITA PRAKASH TIVARE	LECTURER	<i>[Signature]</i> 9/6/24
10	MS. SNEHA HARSHAL BHERE	LECTURER	<i>[Signature]</i> 9/6/2024
11	MS. MAYURI SWAPNIL VADAVLE	LECTURER	<i>[Signature]</i> 09/06/24
12	MS. GHAYWAT VISHAKA VAIBHAV	LECTURER	<i>[Signature]</i> 09/06/24
13	MS. BHUJADE TEJASWINI ANIL	LECTURER	<i>[Signature]</i> 09/06/24
14	MS. BONDRE DISHA LAXMAN	LECTURER	<i>[Signature]</i> 09/08/24
15	MS.MADHURI YOGESH PATIL	ASST.PROF.	
16	PROF. NEHA PRAKASH SASE	ASST.PROF.	<i>[Signature]</i> 9/6/24

AMRIT Non-Teaching (DIPLOMA)

1	MR.CHANDRAKANT JANU KHODAKA	Store keper	
2	MR.SAINATH PRABHAKAR GODHADE	LAB.ASST-MECH	
3	MR.ASHISH VIKAS BARATHE	LAB.ASST-CIVIL	
4	MR.NIRAJ USWADKAR	ACCOUNT	<i>[Signature]</i>
5	MR.SANJAY RAMU PAWAR	PEON	<i>[Signature]</i>

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IISABKA MALIK ATMA!!

Vishwatmak Jangli Maharaj Ashram Trust, Kokamthan

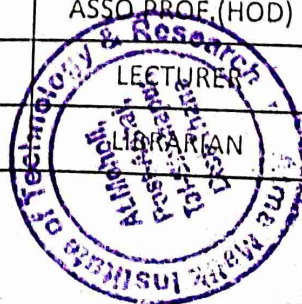
Department : Atma Malik Institute of Technology and Research(DEGREE)

Afternoon

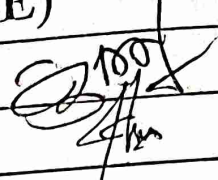
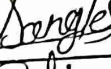
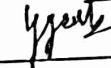
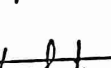
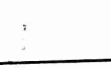
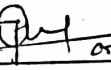
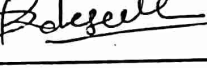
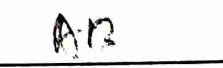
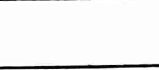
AMRIT DEGREE STAFF LIST

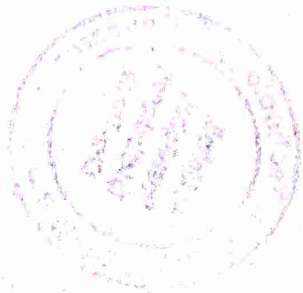
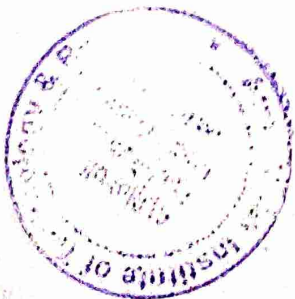
09/06/2024

Sr.No.	Name of the Employee	Designation	Singature
1	DR. DNYANDEO DATTATRAYA SHINDE	PRINCIPAL	
2	DR. RAJENDRAN D.R.	PROFESSOR	
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4	DR. SHYAM KUMAR CHAUDHARY	ASSO. PROF.	
5	PROF. GOVINDRAO EKNATHRAO CHAVAN	ASST. PROF. (VICE PRINCIPAL)	
6	PROF. ULHASKUMAR VISHWASRAO PATIL	ASST. PROF. (HOD)	
7	PROF. RUPALI SURESH GAIKWAD	ASST. PROF.	
8	PROF. SONALI MANGESH PATIL	ASST. PROF.	
9	PROF. SURYAWANSHI SANTOSH	ASST. PROF.	
10	DR. MACHINDRANATH SAKHAHARI PURKAR	PROFESSOR (HOD)	
11	PROF. SHAILESH JAYPRAKASH PAGAR	ASST. PROF.	
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13	PROF. SONIYA VILAS KADAM	ASST. PROF.	
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24	DR. MUNDE SACHIN MAHOHAR	ASSO. PROF. (HOD)	
25	MR. OMKAR SHANKAR SAMBARE	LECTURER	
26	PROF. SHABARI ANAND SHIMPI	LECTURER	



AMRIT Non-Teaching(DEGREE)

1	Mr..GULAB NEOBA HIRE	REGISTRAR	
2	Mr. JALINDER NANASAHEB SHINDE	ASST.REGISTRAR	
3	MR.KAPIL KAMLAKAR PATIL	OFFICE SUPERINTENDENT	
4	MR. MAHESH BABAN MORE	SR CLERK	
5	MR.RAJESH KASHINATH CHAUDHARI	SR CLERK	
6	MS. SHAMLEE NARAYAN SANGALE	STENO GRAPHER	
7	MS.RAJSHRI VAIBHAV KIRPAN	CLERK	
8	MR.RAHUL SHIVAJI PHAD	ASST.COE	
9	MR. SHUBHAM NANASAHEB THORAT	CLERK	
10	MR.VIJAY RAGHUNATH CHAUDHARI	ACCOUNTANT	
11	MR.BHUSHAN BHASKAR VISHE	LAB.ASST.-CIVIL	
12	MS.JAGRUTI PRAKASH SONARE	LAB.ASST.CIVIL	
13	MR.AMOL BALKRISHNA BOMBE	WORKSHOP (MECH)	
14	MR. VISHWAJIT NANDKUMAR SHETE	Lab Assistant -MECH	
15	MS.JYOTI JAYRAM MOULE	Lab Assistant-COMP	
16	MR.UMESH PARMESHWAR TALEKAR	SYSTEM ANALYST	
17	MR.PANKAJ SUBHASH TAWADE	CCTV OPERATOR- COMP/IT	
18	MS. DIPALI KAPIL DESALE	Lab Assistant-EXTC	
19	MS.PALLAVI BHASKAR VISHE	LAB.ASST.-DESH	
20	MS.SIMA KAMLAKAR TIWARE	LAB.ASST-DESH	
21	MR.ASHOK KASHINATH VISHE	PEON	
22	MR. VINAYAK JANU FASALE	PEON	



Staff training

!!SABKA MALIK ATMA!!

Afternoon
session

Vishwatmak Jangli Maharaj Ashram Trust, Kokamthan

Department : Atma Malik Institute of Technology and Research(DIPLOMA)

AMRIT DIPLOMA STAFF LIST

09/06/24

Afternoon

Sr.No.	Name of the Employee	Designation	Singature
1	MR.SURYAKANT CHANDRARAO NAWLE	ASST.PROF.	<i>[Signature]</i>
3	MR. KISHOR NAMDEV LANDE	LECTURER	<i>[Signature]</i>
4	MR.MEGHRAJ JAYWANT SASE	LECTURER	<i>[Signature]</i>
5	MS.NIVEDITA KALURAM DHANGAR	LECTURER	<i>[Signature]</i>
6	MS. SONALI GURUNATH DALAL	LECTURER	<i>[Signature]</i>
7	MS. RAJESH BHASKAR DINKAR	LECTURER	<i>[Signature]</i>
8	MS. CHETANA RAJU GAIKWAD	LECTURER	<i>[Signature]</i>
9	MS.ANKITA PRAKASH TIVARE	LECTURER	<i>[Signature]</i>
10	MS. SNEHA HARSHAL BHERE	LECTURER	<i>[Signature]</i>
11	MS. MAYURI SWAPNIL VADAVLE	LECTURER	<i>[Signature]</i>
12	MS. GHAYWAT VISHAKA VAIBHAV	LECTURER	<i>[Signature]</i>
13	MS. BHUJADE TEJASWINI ANIL	LECTURER	<i>[Signature]</i>
14	MS. BONDRE DISHA LAXMAN	LECTURER	<i>[Signature]</i>
15	MS.MADHURI YOGESH PATIL	ASST.PROF.	
16	PROF. NEHA PRAKASH SASE	ASST.PROF.	<i>[Signature]</i>

AMRIT Non-Teaching (DIPLOMA)

1	MR.CHANDRAKANT JANU KHODAKA	Store keper	
2	MR.SAINATH PRABHAKAR GODHADE	LAB.ASST-MECH	
3	MR.ASHISH VIKAS BARATHE	LAB.ASST-CIVIL	
4	MR.NIRAJ USWADKAR	ACCOUNT	<i>[Signature]</i>
5	MR.SANJAY RAMU PAWAR	PEON	<i>[Signature]</i>

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Management by Objective (MBO)
10/6/2024

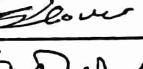
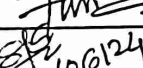
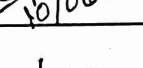
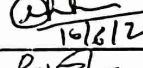
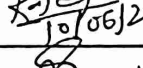
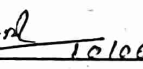
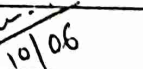
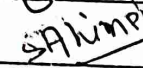
!!SABKA MALIK ATMA!!

(Morning Session)

Vishwatmak Jangli Maharaj Ashram Trust, Kokamthan

Department : Atma Malik Institute of Technology and Research

AMRIT DEGREE & DIPLOMA STAFF LIST

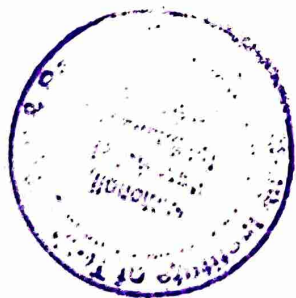
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9	PROF. SURYAWANSHI SANTOSH	ASST. PROF.	
10	DR. MACHINDRANATH SAKHAHARI PURKAR	PROFESSOR (HOD)	Leave
11	PROF. SHAILESH JAYPRAKASH PAGAR	ASST. PROF.	Leave
12	PROF. NIVRUTTI AMRUT JADHAV	ASST. PROF.	Leave
13	PROF. SONIYA VILAS KADAM	ASST. PROF.	
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17	PROF. NARESH RAMKRUSHNA SHENDE	ASST. PROF.	Leave
18	PROF. AMIT MINESH NIMBEKAR	ASST. PROF.	
19	PROF. NISHA VIVEK SHELAR	ASST. PROF.	Leave
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21	PROF. DEEPAK RAVINDRA BHAVISKAR	ASST. PROF. (T&P OFFICER)	
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25	MR. OMKAR SHANKAR SAMBARE	LECTURER	
26	PROF. SHABARI ANAND SHIMPI	LIBRARIAN	



27	MR.SURYAKANT CHANDRARAO NAWLE	ASST.PROF.	<i>Pirah</i>
28	MR. KISHOR NAMDEV LANDE	LECTURER	<i>Domale</i> 10/6/24
29	MR.MEGHRAJ JAYWANT SASE	LECTURER	
L (30)	MS.NIVEDITA KALURAM DHANGAR	LECTURER	Leave
31	MS. SONALI GURUNATH DALAL	LECTURER	<i>Domale</i> 10/6/24
32	MS. RAJESH BHASKAR DINKAR	LECTURER	
33	MS. CHETANA RAJU GAIKWAD	LECTURER	
34	MS.ANKITA PRAKASH TIVARE	LECTURER	<i>Alivur</i> 10/6/24
L (35)	MS. SNEHA HARSHAL BHERE	LECTURER	Leave
36	MS. MAYURI SWAPNIL VADAVLE	LECTURER	<i>MM</i> 10/6/24
37	MS. GHAYWAT VISHAKA VAIBHAV	LECTURER	<i>AD</i> 10/6/24
38	MS. BHUJADE TEJASWINI ANIL	LECTURER	<i>ABYAS</i> 10/6/24
39	MS. BONDRE DISHA LAXMAN	LECTURER	<i>JS</i> 10/6/24
40	MS.MADHURI YOGESH PATIL	ASST.PROF.	<i>Wati</i> 10/6/24
41	PROF. NEHA PRAKASH SASE	ASST.PROF.	<i>SI</i>

42- Prof Sandesh Sunil Chavhan Phy Director

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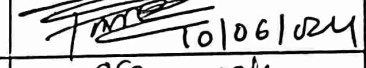
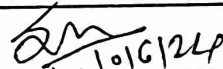
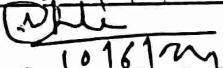
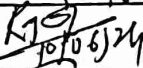
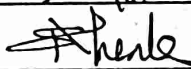
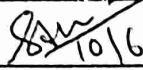
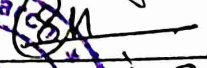
Management by objective (MBO) 10/6/2024
IISABKA MALIK ATMA!!

Vishwatmak Jangli Maharaj Ashram Trust, Kokamthan

Afternoon session

Department : Atma Malik Institute of Technology and Research

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27	MR.SURYAKANT CHANDRARAO NAWLE	ASST.PROF.	<i>Sank</i>
28	MR. KISHOR NAMDEV LANDE	LECTURER	<i>Domde</i> 10/6/24
29	MR.MEGHRAJ JAYWANT SASE	LECTURER	
30	MS.NIVEDITA KALURAM DHANGAR	LECTURER	
31	MS. SONALI GURUNATH DALAL	LECTURER	<i>So Dal</i> 10/6/24
32	MS. RAJESH BHASKAR DINKAR	LECTURER	<i>Rajankar</i> 10/6/24
33	MS. CHETANA RAJU GAIKWAD	LECTURER	
34	MS.ANKITA PRAKASH TIVARE	LECTURER	<i>Ankita</i> 10/6/24
35	MS. SNEHA HARSHAL BHERE	LECTURER	
36	MS. MAYURI SWAPNIL VADAVLE	LECTURER	<i>Mayur</i> 10/6/24
37	MS. GHAYWAT VISHAKA VAIBHAV	LECTURER	<i>Gh</i> 10-06-24
38	MS. BHUJADE TEJASWINI ANIL	LECTURER	<i>Bhujade</i> 10/6/24
39	MS. BONDRE DISHA LAXMAN	LECTURER	<i>Bondre</i> 10/6/24
40	MS.MADHURI YOGESH PATIL	ASST.PROF.	<i>Madhuri</i> 10/6/24
41	PROF. NEHA PRAKASH SASE	ASST.PROF.	

42 PROF. Sandesh Sunil chavhan Phy Director

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॥ Sabka Malik Atma ॥

Vishwatmak Jangli Maharaj Ashram Trust's

Atma Malik Institute of Technology & Research

Department of Mechanical Engineering

ACAD-DI-68	Notice	Academic Year: 2023-24
Rev : 00		Semester: EVEN
Date: 11/07/2022		

Date 19/03/2024

All the Non-Teaching Staff are hereby informed that, Department of Mechanical Engineering is organizing an Expert Lecture on “Team Work” by **Dr. Suryakant B. Chadgude** on **21st March 2024**, at 01.30 AM. to 03.30 PM.

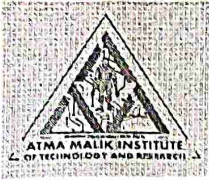
HOD

Dr. Suryakant Chandgude

Principal

Dr. D. D. Shinde

Copy to: 1. HOD Civil Engineering 
2. HOD EXTC Engineering
3. HOD Computer Engineering
4. HOD First Year Engineering
5. Diploma Coordinator



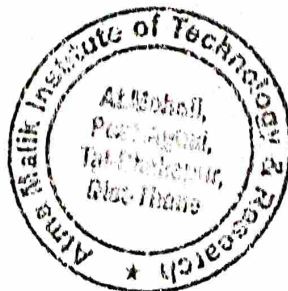
!! Sabka Malik Atma !!
Vishwatmak Jangli Maharaj Ashram Trust's
Atma Malik Institute of Technology & Research (AMRIT)
Department of Mechanical Engineering

ACAD-DI-59	One Page Activity Report	Academic Year: 2023-24
Rev : 00		Semester: EVEN
Date: 11-7-2022		

- **Faculty Name** – Prof. Rupali S. Gaikwad (Program Coordinator)
- **Date** – 21st March 2024.
- **Planned Activity** - Expert Lecture on “Team Work” by Dr. Suryakant B. Chandgude.
- **Permission from Authorities** – Dr. D. D. Shinde (Principal AMRIT)
- **Implementation** – Teamwork is a spirit of resource sharing and collaboration that is achieved in order to achieve the stated goals. It can mobilize all the resources and talents of team members, and will automatically remove all the phenomena of disharmony and injustice. The rewards are promptly. so that teamwork produces a powerful and lasting forcee must rationally allocate people, money, and things. The enthusiasm and creativity of mobilizing people is the core of resource allocation. Teamwork is to rationally mobilize people's wisdom, strength, experience and other resources to maximize the scale. It is expressed in the formula of economics: $1+1>2$ mode.
- **Issues** – No
- **Conclusion**- Now you know the importance of teamwork and why it is vital for achieving an organization's objectives. Providing a good work environment where employees can develop optimally individually and collectively is necessary. When a team shares the workload among everyone equally, it can do things faster and more efficiently. This gives everyone a sense of pride and confidence in their role. Effective teams influence strong working relationships, which in turn will promote better results.
- **Completion Report** – Expert Lecture Successfully Conducted on 21st March 2024.


Program Coordinator

Prof. Rupali S. Gaikwad




HOD

Dr. Suryakant B. Chandgude



!! Sabka Malik Atma !!
Vishwatmak Jangli Maharaj Ashram Trust's
Atma Malik Institute of Technology & Research (AMRIT)
Department of Mechanical Engineering

REPORT ON EXPERT LECTURE ON "TEAM WORK" HELD ON
21ST MARCH 2024

Department of Mechanical Engineering, AMRIT, Aghai conducted expert lecture on "Team Work" on 21st March 2024, Friday from 01:30 am to 03:30 pm for Non-Teaching Staff.

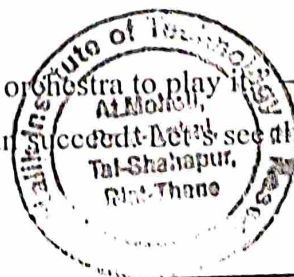


Teamwork is a qualitative evolution of work groups. It is an organized way of working among several people to achieve common goals. In teamwork, the members' skills are complementary. They maintain individual and mutual responsibility and a significant joint commitment to the objectives. They generate positive synergy through the coordinated efforts of their members. As a result, they achieve higher performance, productivity, and personal satisfaction. Teamwork is a "small number of people with complementary skills committed to a common purpose, performance goals and approach for which they hold themselves mutually accountable".

Importance of Teamwork :-

"No one can whistle a symphony. It takes a whole orchestra to play it." - H.E. Luccock.

This is so true! Without teamwork, no business can succeed. Let's see the importance of teamwork and why businesses should promote teamwork.

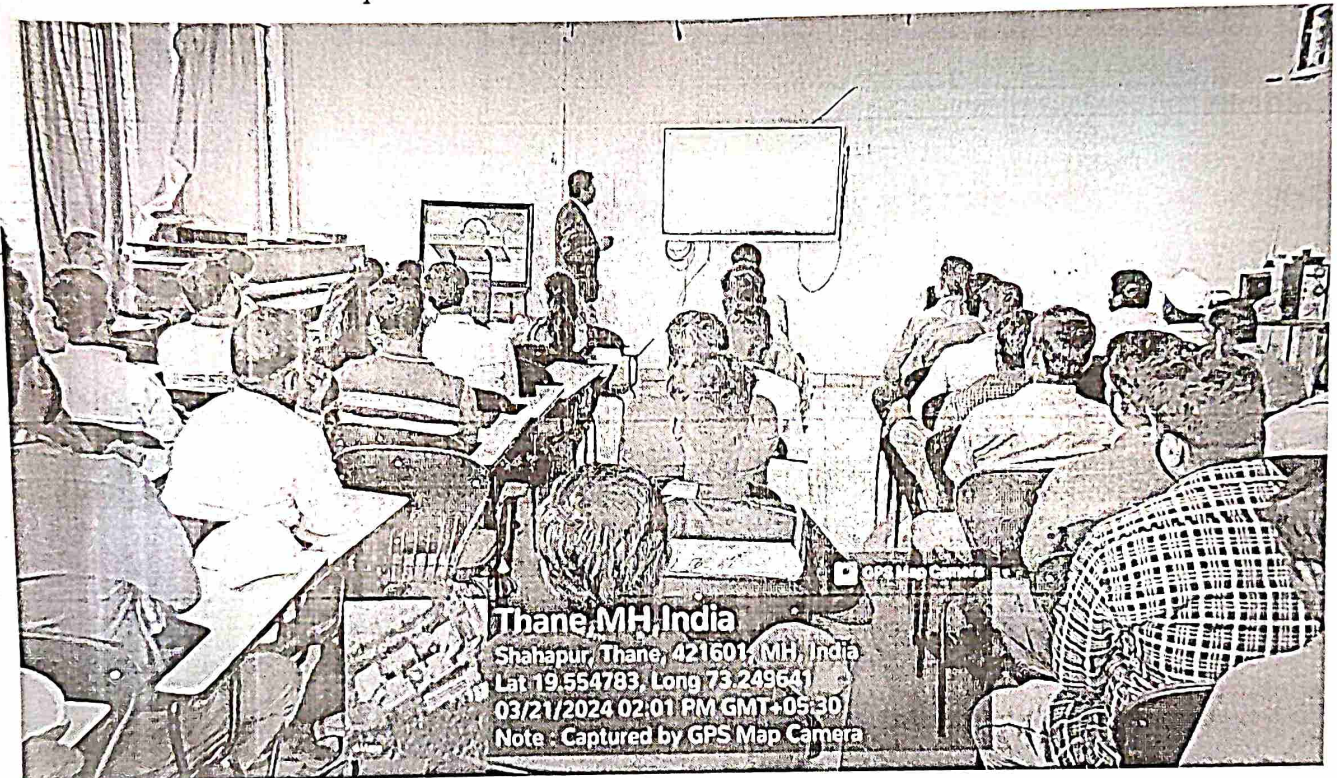




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Department of Mechanical Engineering

Innovation:-

New ideas are always helpful from a business perspective. The diversity in teams opens up more opportunities for innovation. When several people think of the same objective, more decisive and enriched ideas are obtained. Tasks can be distributed judiciously, considering each member's strengths and reducing time. To achieve this, of course, it is necessary to know the team members well and be aware of the capabilities of each one.



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Shahapur, Thane, 421601, MH, India
Lat 19.554783, Long 73.249641
03/21/2024 02:01 PM GMT+05:30
Note - Captured by GPS Map Camera

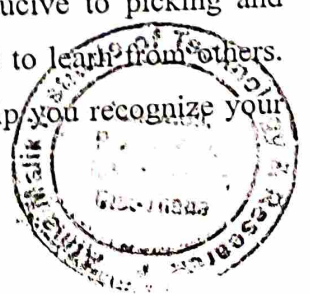
Improved Efficiency:-

When a group of people works in a structured way, it is possible to achieve what is called synergy, which means that the overall result achieved by the group is greater than the sum of the results that its components would obtain working individually. With the idea of adequately distributing the tasks, the chances of a better success rate are high if each one performs the part they specialize in.

Personal Growth of Members

Working together and sharing knowledge always contributes to individual professional growth. A work atmosphere where people can freely express their feedback is conducive to picking and working on one's area of development and working on it. It is always good to learn from others. Regular work-related discussions and talks with peers and managers can help you recognize your strengths and work on your weaknesses.

Happy Teams:-

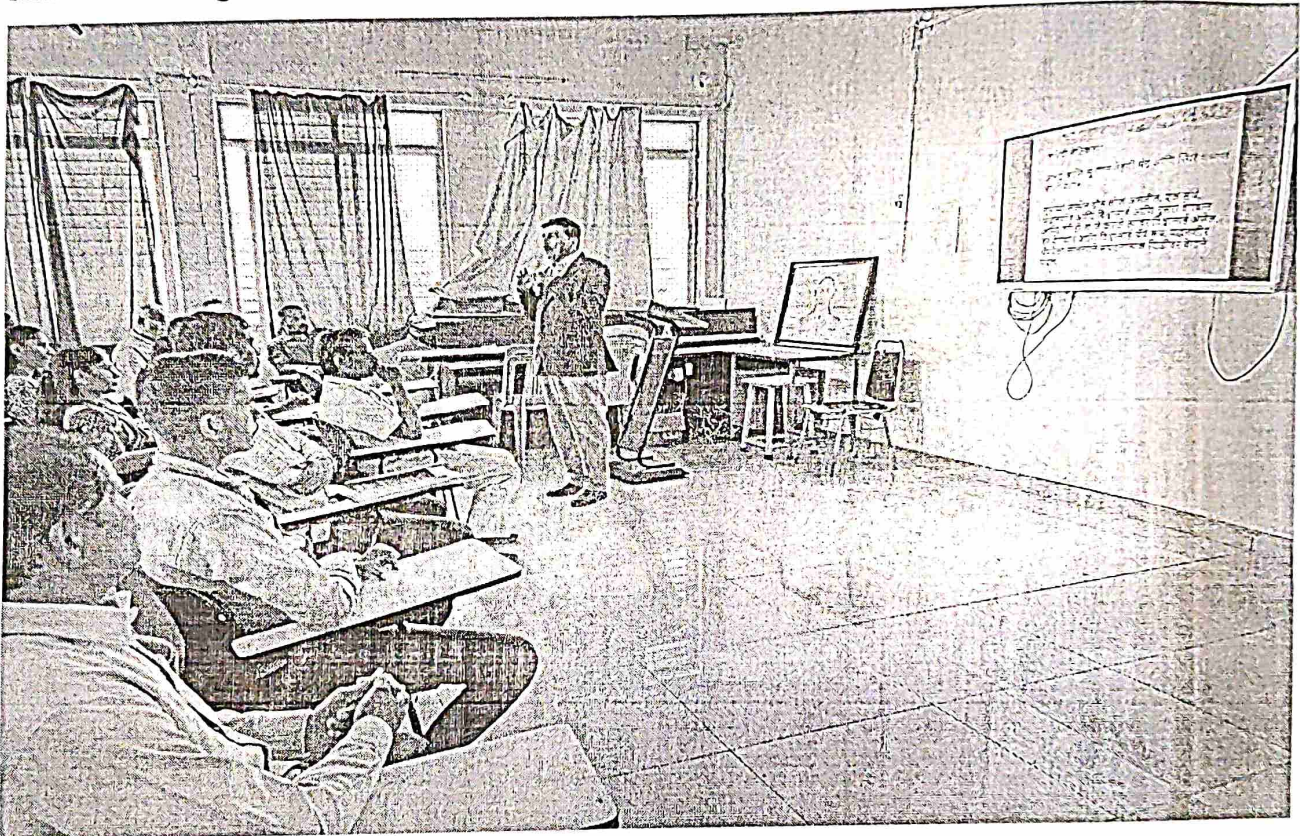




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Team members who feel motivated and heard tend to stick together, promoting happier teams. It is a cycle of continuous improvement that must be cared for and nurtured.

In an effective team, each member must promote interpersonal relationships and contribute their skills to work together over time.



Motivation:-

Teamwork gives voice to every group member, and decisions are usually made together. This positively influences the motivation level of team members. They know that their opinions matter and their contributions will always be considered. A valued and recognized work favours the involvement of team members and the achievement of goals.

Improved Responsibility:-

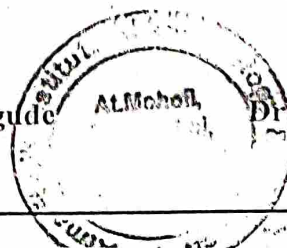
Employees tend to increase their involvement when the team shares the same vision, and decision-making falls on all its members. This generates a feeling of belonging and shared responsibility that makes them aware of the importance of precise and meticulous work.

Program Coordinator
Prof. Rupali S. Gaikwad

HOD Mechanical
Dr. Suryakant B. Chandgude

Principal

Dr. D. D. Shinde





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Atma Malik Institute of Technology & Research (AMRIT)

Program: Non Teaching Training Program

SR.NO	NAME	SIGN
1	संजय काठुराम शानेकर	
2	Ashu Ashok Yadav	
3	सुखराम	
4	अशोक पानवडे	
5	शक्ति भायकराव	
6	उमेश राय	
7	महेश भोले	
8	Pralhal Jadhav	
9	Pavan Pawar	
10	रविश	
11	अशोक भोले	
12	Vishwanath N. Shinde	
13	चंद्रकांत जगन्नाथ खोडका (Clarke, AMRIT)	
14	कपिल कमलाकर पाटील (CA, AMRIT)	
15	राजनीश लाल मोदी (P.L.C)	
16	Vijay Raghunath Chaudhari	
17	अशोक भोले	
18	अशोक भोले (Admin)	
19	अशोक भोले	
20	अशोक भोले	
21	अशोक भोले	
22	अशोक भोले	
23	अशोक भोले	
24	अशोक भोले	
25	अशोक भोले	
26	Priyanka Punishottam Bhaye	
27	Madhe Surekha Yogesh	
28	Samruddhi Sunil Raut.	
29	Sushama Shankar Kulkarni	
30	Mahatma Asha Vijay	
31	Puradi Bhagwan Patil	
32	अशोक भोले	
33	Yogesh Kadam	
34	Mamata Gauri	
35	अशोक भोले	
36	Rakesh G. Pawar	
37	Santosh Tikande	
38	Keshav Patil	
39	Santosh Kulkarni	
40	अशोक भोले	
41	Vinayak Patil	
42	Mali Babasaheb Uttam	
43	Kayashankar Shinde	
44	Hemant Kanda Bhair	
45	Shubham Ganesh Aiche	
46	अशोक भोले	
47	अशोक भोले	

48	અમીન નેપતી દેવ	અમીન
49	આરબી જામના	આરબી
50	હસના પાટલ	જીથન
51	ડૉ. માનસી જાદવ	જાદવ.
52	.. આપા વિશે	ડીકોટે @Alshe
53	પી. પ્રિયા નિપુન	ડીકોટે
54	RANJIT U. EMBHE	ડીકોટે
55	Aheer Dnyaneshwar	ડીકોટે
56	Bhasicaran. Rangeswamy.	ડીકોટે
57	Vishal Deore Plumbing	ડીકોટે
58	Janardhan manjore	ડીકોટે
59	Purushottam Panbude	ડીકોટે
60	Halde Mehesh Tukaram	ડીકોટે
61	પુનમ તારમક	ડીકોટે