



BACKWARD CLASS YOUTH RELIEF COMMITTEE'S

BHIWAPUR MAHAVIDYALAYA

BHIWAPUR DIST. NAGPUR- 441201

ACCREDITED WITH GRADE 'B' (CGPA-2.54) BY NAAC, BENGALURU

ISO-9001:2015

AFFILIATED TO RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY, NAGPUR

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ACTIVITY REPORT

ACADEMIC SESSION	2018-2019
ORGANIZER	Bhiwapur Mahavidyalaya
NAME OF THE ACTIVITY WITH TITLE	Attendance Committee
DATE OF ACTIVITY	2018-2019
MODE OF ACTIVITY	Offline
ORGANIZING COMMITTEE	Attendance Committee
PROGRAMME COORDINATOR	Asst. Prof. Someshwar V. Wasekar
NUMBER OF STUDENTS / BENEFICIARIES PARTICIPATED	All Students



BRIEF REPORT

The Institution has developed an efficient mechanism to monitor the attendance of students in the Classrooms. To facilitate this, an Attendance Committee was formed at the Institutional level to monitor the students' attendance in the Classrooms. To increase the percentage of students' attendance in the Classroom the Member Secretary of this Committee worked as per the instructions and assignments given by IQAC. As soon as the Academic Session began, all the teaching faculties were informed to register the students' names in the Attendance Register as per the list provided by the Office of the Principal. The Member Secretary of the Attendance Committee worked very hard to increase the percentage of students attending the regular classes. He also informed all the teaching faculties to ensure endorsement of the Principal on the Attendance Register at the end of every month.

The students who had less than 75% of attendance in the Classrooms were encouraged to attend classes regularly. Students failing to register 75% of attendance were informed and the same was conveyed through a Postcard to the Parents.



Mechanism of working of the Attendance Committee during the Academic Session 2018-2019

- ❖ Attendance Committee issued Notice on 21st August, 2018 and asked all the faculty members to procure Attendance Register, Work Book, Marker Pen and Duster from the Office.
- ❖ Attendance Committee issued Notice on 23rd September, 2018 to the Security Guards to stop students from moving out of the College premises during the College hours.
- ❖ The Security Guards were instructed to maintain the records of students (entry and exit) in the Register who leave the College premises before the classes are over.
- ❖ Attendance Committee issued Notice on 24th September, 2018 and gave instructions to the Administrative Staff to update the information about the newly admitted students to the teachers discipline-wise and year-wise.
- ❖ The Member Secretary of the Attendance Committee obtained the details of total absentees from the teaching staff and issued 158 Post Cards with signature of the Principal on 2nd October, 2018.
- ❖ Committee used WhatsApp, SMS and E-mail to communicate with the staff and students.
- ❖ Sent SMS to M. A. Economics students to attend the Vidarbha Economics Conference at Bhiwapur



Mahavidyalaya, Bhiwapur on 30th January, 2019.

- ❖ Sent SMS to M. A. students to attend University Level Zonal Badminton Matches in the College.

PROGRAMME OBJECTIVES

- ❖ To encourage the students to attend classes regularly.
- ❖ To increase the percentage of students attending the periods regularly.
- ❖ To reduce dropout rates of students considerably.
- ❖ To increase the results of students considerably.
- ❖ To ensure the holistic development of students through their active participation in the curricular, co-curricular and extra-curricular activities of the Institution.
- ❖ To give wider exposure to students in demonstrating their inherent talents.

PROGRAMME OUTCOMES

- ❖ Encouraged the students to attend classes regularly.
- ❖ Increased the percentage of students attending the periods regularly.
- ❖ Reduced dropout rates of students considerably.
- ❖ Increased the results of students considerably.
- ❖ Ensured the holistic development of students through their active participation in the curricular, co-curricular and extra-curricular activities of the Institution.
- ❖ Students got wider exposure in demonstrating their inherent talents.



**PHOTO GALLERY
WITH CAPTIONS**

Messages sent to the Total Absentees

18:20 2.14K/s 4G LTE 51

< **9075137167, 8806549496, 9765288...** >
7 recipients

-----SMS/MMS-----

16-10 16:26 [1]

To 9075137167
Tomorrow is the final of
badminton zonal matches rtm
nag.uni.nagpur
place
B.M B Bhiwapur

Received

To 8806549496
Tomorrow is the final of
badminton zonal matches rtm
nag.uni.nagpur
place
B.M B Bhiwapur

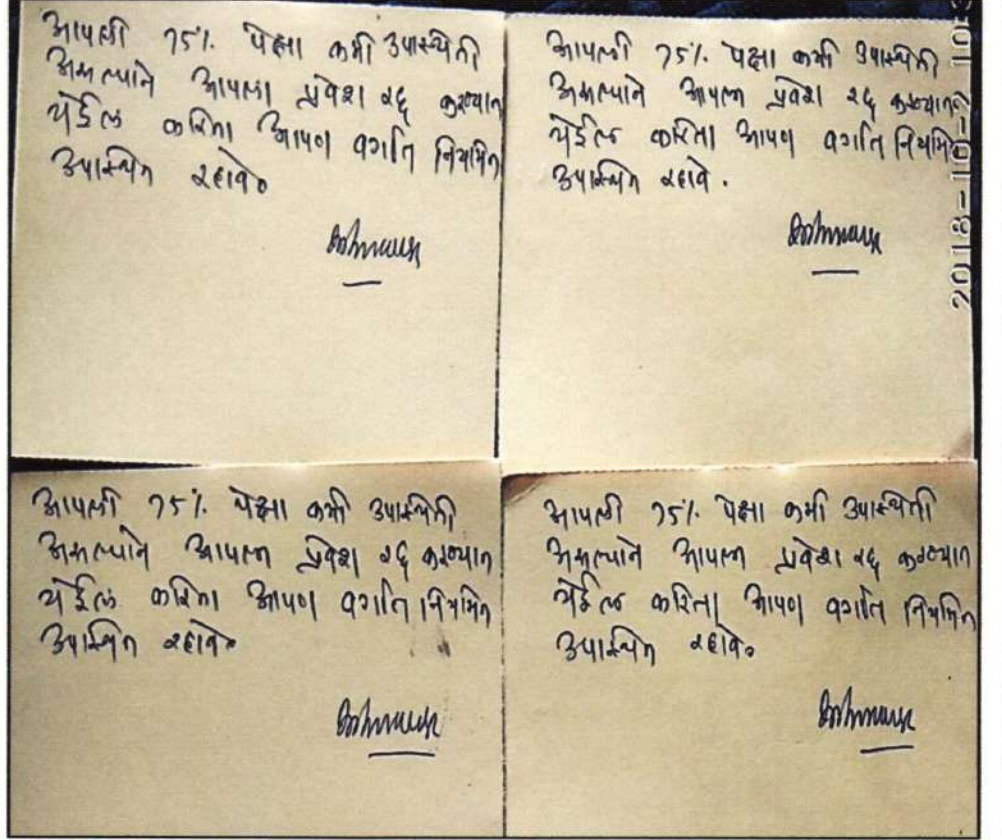
Received

To 9765288014
Tomorrow is the final of
badminton zonal matches rtm
nag.uni.nagpur
place
B.M B Bhiwapur

Received



Sample of Post Cards sent to the parents of absentees to encourage them to send their wards to College regularly.



Bhramare
Principal
Bhiwapur Mahavidyalaya,
Bhiwapur