



Ashokdada Sable Law College

LL.B. 3 Year / LL.B. 5 Year / LL.M.

Tal. Mangaon, Dist. Raigad. 402 104

ashokdadasablelawcollege@gmail.com

Adv. Vinod Ghayal
Chairman

Shri. Rajiv Sable
President

Shri. Krishna Gandhi
Secretary

Dr. Sonali Burte
Principal

Ref.....

Date : / /20

CRITERIA 6 GOVERNANCE, LEADERSHIP & MANAGEMENT

6.3 FACULTY EMPOWERMENT STRATEGIES

6.3.1

The institution has effective welfare measures for teaching and-teaching staff




Principal
Ashokdada Sable Law College
Mangaon-Raigad



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Criteria - 6

GOVERNANCE, LEADERSHIP & MANAGEMENT




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Criteria 6.2 FACULTY EMPOWERMENT STRATEGIES




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6.3.1

The institution has effective welfare measures for teaching and non-teaching staff



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- 1) **BEST TEACHER–BEST STUDENT AWARD**-The Best Teacher-Best Student Award celebrates the exceptional bond between educator and pupil. It honors the dedication of outstanding teachers who inspire and guide their students to reach their full potential, fostering a culture of excellence in education. This recognition highlights the symbiotic relationship between teacher and student, showcasing the profound impact of mentorship and learning in shaping future leaders and achievers.
- 2) **Uniform to the non-teaching staff**-The administration offers specialized governance to its supporting staff, ensuring their welfare in exchange for fulfilling their physical duties on the ground.
- 3) **Job securities/ Employment generation**-The management of the Higher Education Institution (HEI) is responsible for appointing both teaching and non-teaching staff. It creates a total of 23 positions, comprising 19 teaching roles and 4 non-teaching roles, and ensures job security by maintaining ongoing employment for faculty, clerical, technical, and support staff
- 4) **The Code of conducts/ Ethic** The management maintains a disciplined work culture within the Higher Education Institution (HEI). It establishes a frame work of tasks through a code of conduct for all its constituents. This code outlines the duties, privileges, and rights for faculty members.
- 5) **Travelling allowances with duty leaves-** The management always prioritizes the well-being of its employees. Travel Allowance (TA) is



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provided to cover expenses that employees incur when traveling for college-related tasks, whether academic or administrative. It assists staff with expenses such as transportation, accommodation, meals, and other incidental costs while they are on official duty.

- 6) **Flexible timings on Emergencies**-The management, led by the principal, prioritize the well-being of its employees. In cases of family emergencies or health issues, staff members are granted flexible working hours or leave without delay. This proactive approach by the employer demonstrates a commitment to treating employees as part of the extended work family.
- 7) **Employer Health Check-up Camp**- The management arranges health checkup camps for all employees, free of charge. These camps are conducted annually and sometimes semester wise, with all expenses covered by the management. This initiative ensures that faculty members maintain both physical and mental well-being, contributing to a healthy educational environment.
- 8) **Workshop on food, nutrition and health care**-The HEI management is organizing a workshop for faculty members focusing on topics such as balanced diet, hygienic food, nutrition, and providing insights on healthcare. This initiative aims to help employee's maintain good health and well-being.
- 9) **Library privileges to staff**- The college library serves as a valuable repository of knowledge. Teachers act as mentors, tasked with imparting this knowledge to students through the teaching and learning process. Access to




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library resources is granted as a privilege to teachers, prioritizing their needs. This is considered a welfare measure aimed at fostering academic excellence.

- 10) **Sanction of Advanced loan**– The management offers advanced loans to faculty members for their medical or domestic emergencies. These loans are typically interest free and are repaid in installments. Providing financial assistance in this way aims to alleviate the financial strain on employees, both
- 11) **Fees concession to faculties ward/in school administration** – The management operates an English-medium school in addition to the college, offering concessions for faculty members' children in school admissions. This can be considered an advantageous welfare measure provided by the management for its faculty.
- 12) **Workshop on eye check/camps**- The management arranges special eye checkup camps for faculty members because the majority of them work extensively with ICT(Information and Communication Technology).
- 13) **Faculty Empowerment Workshops**-To enhance and improve our knowledge resources, our governance body is initiating workshops on faculty empowerment, FDPS (Faculty Development Programs), and seminars led by experts.




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Description in 500 words

Uniform for Non-Teaching Staff:

Governance extends special provisions for supporting staff, recognizing their vital role in fulfilling physical ground duties. This welfare initiative ensures the well-being of supporting staff members.

Job Security/Employment Generation:

The Higher Education Institution (HEI) management appoints both teaching and non-teaching staff, thereby creating a total of 23 teaching and 4 non-teaching employment opportunities. Job security is upheld by the continuation of employment for faculty, clerical, technical, and supporting staff.

Code of Conduct/Ethics:

A disciplined work culture is fostered by the management through a comprehensive code of conduct, delineating duties, privileges, and rights for all constituents of the institution, particularly faculties.

Travel Allowances with Duty Leaves:

Management prioritizes employee welfare by providing travel allowances to cover expenses incurred during college-related travel, facilitating academic and administrative tasks while ensuring staff members' financial comfort.



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Flexible Timings for Emergencies:

Principal Sir and the management demonstrate proactive care for employees by offering flexible work timings during emergencies related to family or health issues, fostering a supportive work environment akin to a familial bond.

Employer Health Check-up Camps:

The management organizes regular health check-up camps for faculty members, bearing the expenses to promote physical well-being, thereby fostering a conducive environment for quality education.

the significant use of ICT in their work, thus ensuring their visual health is prioritized and maintained.

Faculty Empowerment Workshops:

To continuously enhance faculty knowledge and skills, the governance body initiates empowerment workshops, Faculty Development Programs (FDPs), and seminars conducted by experts, fostering professional growth and academic excellence within the institution.



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SR. NO		SUPPORTING DOCUMENTS
1	BEST TEACHER	




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**BEST
STUDENT
AWARD**



SBM

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2

UNIFORM
TOTHE NON-
TEACHING
STAFF



Signature

Principal

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President

Shri. Krishna Gandhi
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Dr. Sonali Burte
Principal

Ref: 397/2022-23

Date : 29 / 06 / 2023

To,
Mrs. Aparna Nilesh Chorghe
205, 2B Mahalaxmi, Niwara,
Utkehol wadi, Mangaon-Raigad.

Subject: Offer letter fir Appointment As an Assistant Professor.

You are being given temporary full-time appointment as an Assistant Professor on Nom-Grant basis from 1st July 2023. Your appointment will be continued till 30th May 2024 or any termination order whichever is earlier. You are appointed on the basis of following terms and conditions.

1. Note that your post is purely temporary.
2. You are not entitled for government salary and benefits.
3. If you remain absent without notice for 6 consecutive working days then your appointment will get automatically terminated.
4. The institution has no binding to continue you after your termination.
5. In case of any ill-behaviour from your side you will be terminated without any notice.
6. Your appointment will be automatically terminated after 30th May, 2024 without any notice.
7. One-month prior notice before leaving the job is necessary.

Yours faithfully,

Principal
Ashokdada Sable Law College
Mangaon-Raigad

Dr. Sonali Burte
Principal,

Mangaon Shikshan Prasarak Mandal's



**JOB
SECURITIES/
EMPLOYMENT
TO EMPLOYEE**

3



Principal
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 <p>Ashokdada Sable Law College LL.B. 3 Year / LL.B. 5 Year / LL.M. Tal. Mangaon, Dist. Raigad. 402 104 ashokdadasablelawcollege@gmail.com</p> <p>17 July 2019</p>			
Adv. Vinod Ghayal Chairman	Shri. Rajiv Sable President	Shri. Krishna Gandhi Secretary	Dr. Sonali Burte Principal
Ref. 3968/2022-23		Date 29/06/2023	
<p>To</p> <p>Adv. Sadaf Anwar Yerulkar, At-Post Mangaon, Tal-Mangaon,Dist-Raigad.</p> <p>Subject: Offer letter for Appointment as an Assistant Professor.</p> <p>You are being given temporary full-time appointment as an Assistant Professor on Nom-Grant basis from 1st July 2023. Your appointment will be continued till 30th May 2024 or any termination order whichever is earlier. You are appointed on the basis of following terms and conditions.</p> <ol style="list-style-type: none">1. Note that your post is purely temporary.2. You are not entitled for government salary and benefits.3. If you remain absent without notice for 6 consecutive working days then your appointment will get automatically terminated.4. The institution has no binding to continue you after your termination.5. In case of any ill-behaviour from your side you will be terminated without any notice.6. Your appointment will be automatically terminated after 30th May, 2024 without any notice.7. One-month prior notice before leaving the job is necessary. <p>Yours faithfully,</p> <p> Principal Ashokdada Sable Law College Mangaon-Raigad</p> <p>Dr. Sonali Burte Principal, Mangaon Shikshan Prasarak Mandal's Ashokdada Sable Law College, Mangaon.</p> <p></p>			




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4	CODE OF ETHICS/ CONDUCTS	<p>THE MANGAON SHIKSHAN PRASARAK MANDAL'S ASHOKDADA SABLE LAW COLLEGE MANGAON – RAIGAD</p> <p>2. Code of Conduct for Teachers</p> <p>All the faculty members are expected to display a good conduct so that the students consider their teachers as their role model. Following are the code of conduct for faculty members:</p> <ol style="list-style-type: none">1. All faculty members must maintain high standards of punctuality, honesty and professional ethics.2. Every faculty members shall discharge his/her duties efficiently & effectively as per the norms laid down by the UGC and University of Mumbai.3. Every faculty members should report to the college at least 10 minutes before the commencement of college timing.4. All faculty members must be enthusiastic in taking up the subjects allotted to them.5. All faculty members should prepare a lesson/teaching plan, notes, and academic file well in advance before commencement of the classes.6. Every faculty members should be responsible to conduct regular classes and practical's and also take extra classes whenever necessary7. Every faculty members shall respect the right and dignity of the student in expressing his/her opinion.8. Every faculty members shall deal impartially with students regardless of their religion, caste, economic, social and physical identity.9. No faculty members shall act in any manner that violates the decorum or morality within the campus.10. Every faculty members should work within the institutional policies and practices so as to satisfy the vision and mission of the institute.11. All faculty members must refrain from any from harassment or unlawful discrimination based on existing legislative norms relating to gender/sexuality/age/marital status.
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5	TRAVELLING ALLOWANCES WITH DUTY LEAVE	कॅश व्हाउचर माणगांव शिक्षण प्रसारक मंडळ संचालित अशोकदादा साबळे विधी महाविद्यालय माणगांव - रायगड.			☎ : (02140) 263928
		खाते : Cash	नावे व्हाउचर नं.	दिनांक : 02/08/2023	
		श्री : Sonali Burte madam	यांना खालील प्रमाणे रकम दिली.		
			तपशिल	रुपये नावे पैसे	
			DHE जातोय्याचा	5000r	
			काटे	}	
			D.A = 1000r		
			petrol खर्च - 3500r	5000r	
			वरील प्रमाणे रकम रुपये	five thousand only	रोख मिळाली. काहीही तक्रार नाही.
			बलाक	घेणाऱ्याची सही	SBM
				SBM प्रिचार्य	



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6

**FLEXIBLE
TIMINGS ON
EMERGENCIES**

Request for Half day leave
Application

19/8/2024

To,
The principal
Ashok dada Sable law college, Mangaon,
402103.

Subject - Request for half day leave due to
Rakshabandhan

Respected Ma'am

Most respectfully, I would like to inform
you that I want to leave the college after
lunch because rakshabandhan

Therefore I request you to kindly permit
me to go home.

I shall be thankful to you.

Application allowed
[Signature]

Thanking you
[Signature]
(Adv. Gousi S. Khankole)



[Signature]
Principal
Ashokdada Sable Law College
Mangaon-Raigad



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7

**HEALTH
CHECK-
UPCAMP**



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8

WORKSHOP
ON
HEALTH
CARE



SMB
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LIBRARY PRIVILEGES TO STAFF

9

Mangaon Shikshan Prasarak Mandal's
ASHOKDADA SABLE LAW COLLEGE
MANGAON - RAIGAD 402104
STAFF LIBRARY CARD

Name Adv. Sallu Ramesh Parbhare Roll No. _____
Address Plot No. 102 Keshavnagar Building Mangaon
Department Law Signature _____
Date Of Birth - 10/04/1987 Phone No - 9609162620


A/c No.	Date of Issue	Sign. of Staff	Date of Return & Sign.	A/c No.	Date of Issue	Sign. of Staff	Date of Return & Sign.
765	12/02/2023	[Signature]					
752	12/02/2023	[Signature]					
802	12/02/2023	[Signature]					
1236	10/11/2022	[Signature]					
0777	8/12/22	[Signature]					
1287	7/12/22	[Signature]					
1289	09/01/23	[Signature]					

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Name Asli G. Patil Roll No. 04
Address 302, Sai Khand Residency, Near Nikam School, Mangaon.
Department Law Signature _____
Date Of Birth - 07/04/1996 Phone No :- 8793311713

A/c No.	Date of Issue	Sign. of Staff	Date of Return & Sign.	A/c No.	Date of Issue	Sign. of Staff	Date of Return & Sign.
00666	03/08/22	[Signature]		00695	31/12/2022	[Signature]	
00644	03/08/22	[Signature]		01263	23/01/2023	[Signature]	
00624	-	[Signature]		01258	01/02/23	[Signature]	
00996	07/09/22	[Signature]		01146	03/02/23	[Signature]	
00793	-	[Signature]		01272	03/02/23	[Signature]	
00575	09/09/22	[Signature]		01016	03/02/23	[Signature]	
000805	-	[Signature]		01067	03/02/23	[Signature]	
01133	24/09/22	[Signature]		01255	10/02/23	[Signature]	
00997	10/10/22	[Signature]		01255	10/02/23	[Signature]	
110	07/11/22	[Signature]		01121	01/02/23	[Signature]	
0291	12/11/22	[Signature]		01187	15/02/23	[Signature]	
00908	15/11/22	[Signature]		00538	15/02/23	[Signature]	
00692	23/11/22	[Signature]		01629	01/04/23	[Signature]	
0168	13/12/22	[Signature]		00695	03/04/23	[Signature]	
00614	20/12/22	[Signature]		00822	15/04/23	[Signature]	
00732	20/12/22	[Signature]		01057	18/04/23	[Signature]	




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Roll No. 03

Name Adv. Manika Tejas Sansare
Address 774, Ganesh Smriti, Vidyangaar, Ganpat Nagar, Indapur.
Department LAW
Signature M.T. Sansare
Date Of Birth - 7/9/1991 Phone No - 8600946763

A/c No.	Date of Issue	Sign. of Staff	Date of Return & Sign	A/c No.	Date of Issue	Sign. of Staff	Date of Return & Sign
00447	28/3/2023	M.T. Sansare	28/3/23	00308	11/4/2023	M.T. Sansare	11/4/23
00389	28/3/2023	M.T. Sansare	28/3/23	00675	19/4/23	M.T. Sansare	19/4/23
00489	28/3/2023	M.T. Sansare	28/3/23	00176	20/4/23	M.T. Sansare	20/4/23
00473	28/3/2023	M.T. Sansare	28/3/23	01098	20/4/2023	M.T. Sansare	20/4/23
00478	28/3/2023	M.T. Sansare	28/3/23	01284	27/4/2023	M.T. Sansare	27/4/23
01176	28/3/2023	M.T. Sansare	28/3/23	01288	27/4/2023	M.T. Sansare	27/4/23
00844	29/3/2023	M.T. Sansare	29/3/23	00477	27/4/2023	M.T. Sansare	27/4/23
01297	5/4/2023	M.T. Sansare	5/4/23	1175	12/5/2023	M.T. Sansare	12/5/23
01289	5/4/2023	M.T. Sansare	5/4/23	01076	12/5/2023	M.T. Sansare	12/5/23
01293	5/4/2023	M.T. Sansare	5/4/23	00783	12/5/2023	M.T. Sansare	12/5/23
00354	11/4/2023	M.T. Sansare	11/4/23	00557	16/5/2023	M.T. Sansare	16/5/23
00642	11/4/2023	M.T. Sansare	11/4/23	00730	16/5/2023	M.T. Sansare	16/5/23
01284	11/4/2023	M.T. Sansare	11/4/23	00389	16/5/2023	M.T. Sansare	16/5/23
00407	11/4/2023	M.T. Sansare	11/4/23	01287	27/5/2023	M.T. Sansare	27/5/23
00426	11/4/2023	M.T. Sansare	11/4/23	00947	27/5/2023	M.T. Sansare	27/5/23
00431	11/4/2023	M.T. Sansare	11/4/23	00866	27/5/2023	M.T. Sansare	27/5/23




Mangaon Shikshan Prasarak Mandal's
ASHOKDADA SABLE LAW COLLEGE
MANGAON - RAIGAD 402104
STAFF LIBRARY CARD

Roll No. _____

Name Aparna Nilesh Chougale
Address Mangaon, 205, 2B, Mahakalmi Niwasa, Utchetal, Mangaon, Raigad
Department L.L.B
Signature Aparna
Date Of Birth - 13/07/2008 Phone No - 9923392246

A/c No.	Date of Issue	Sign. of Staff	Date of Return & Sign	A/c No.	Date of Issue	Sign. of Staff	Date of Return & Sign
00753	6/2/2024	Aparna	6/2/24	004758	7/3/2024	Aparna	7/3/24
00470	7/2/2024	Aparna	7/2/24	00883	11/3/2024	Aparna	11/3/24
00597	7/2/2024	Aparna	7/2/24	00585	20/3/2024	Aparna	20/3/24
00338B	7/2/2024	Aparna	7/2/24	01264	26/3/2024	Aparna	26/3/24
00869	7/2/2024	Aparna	7/2/24	01246	26/3/2024	Aparna	26/3/24
01267	7/2/2024	Aparna	7/2/24	01246	26/3/2024	Aparna	26/3/24
01277	7/2/2024	Aparna	7/2/24	01320	10/4/2024	Aparna	10/4/24
00395	8/2/2024	Aparna	8/2/24	00600B	10/4/2024	Aparna	10/4/24
00585	8/2/2024	Aparna	8/2/24	00709	10/4/2024	Aparna	10/4/24
00593	8/2/2024	Aparna	8/2/24	00918	24/4/2024	Aparna	24/4/24
01095	20/2/2024	Aparna	20/2/24	01247	27/4/2024	Aparna	27/4/24
00739	20/2/2024	Aparna	20/2/24	00791	25/6/2024	Aparna	25/6/24
00741	26/2/2024	Aparna	26/2/24	00576	25/6/2024	Aparna	25/6/24
01285	26/2/2024	Aparna	26/2/24	01142	25/6/2024	Aparna	25/6/24
00837	4/3/2024	Aparna	4/3/24	00591	25/6/2024	Aparna	25/6/24
00420B	7/3/2024	Aparna	7/3/24	01117	25/6/2024	Aparna	25/6/24




Principal
 Ashokdada Sable Law College
 Mangaon-Raigad



Ashokdada Sable Law College

LL.B. 3 Year / LL.B. 5 Year / LL.M.

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ashokdadasablelawcollege@gmail.com

Adv. Vinod Ghayal
Chairman




Shri. Rajiv Sable
President

Shri. Krishna Gandhi
Secretary

Dr. Sonali Burte
Principal

Ref.....

Date : / /20

10	FEES CONCESSION TO STAFF IN SCHOOL OF SAME MANAGEMENT	 17th July 2019	Mangaon Shikshan Prasarak Mandal's Ashokdada Sable Law College LL.B. 3 Year / LL.B. 5 Year / LL.M. / Diploma Courses Tal. Mangaon, Dist. Raigad. 402 104 ashokdadasablelawcollege@gmail.com Mob. : 9511641944		
		<table border="1"><tr><td>Adv. Vinod Ghayal Chairman</td><td>Shri. Rajiv Sable President</td><td>Shri. Krishna Gandhi Secretary</td><td>Dr. Sonali Burte Principal</td></tr></table>	Adv. Vinod Ghayal Chairman	Shri. Rajiv Sable President	Shri. Krishna Gandhi Secretary
Adv. Vinod Ghayal Chairman	Shri. Rajiv Sable President	Shri. Krishna Gandhi Secretary	Dr. Sonali Burte Principal		
		<p>To, Mr. Vishal Milind Dhanavate T.Y. LLB</p> <p>Subject: Approval of Discount for student studying at Ashokdada Sable Law College, Mangaon</p> <p>We are pleased to inform you that your application for a discount on tuition fees for studying at Ashokdada Sable College has been approved by the College Administration. We recognize and appreciate your dedication to education and we are happy to offer you this benefit as a token of our gratitude.</p> <p>The discount of 100% will be applied to your tuition fees for the upcoming academic year and you will receive detail information on the exact amount and term of the discount shortly. We hope that this financial assistance will help alleviate some of the costs associated with furthering your education and professional development.</p> <p>We look forward to supporting you in your academic journey and wish you all the best in your studies at our college. If you have any questions or need further assistance, please do not hesitate to contact the student services office.</p>			
			 Principal Ashokdada Sable Law College Mangaon-Raigad		




Principal
Ashokdada Sable Law College
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Adv. Vinod Ghayal
Chairman




Shri. Rajiv Sable
President

Shri. Krishna Gandhi
Secretary

Dr. Sonali Burte
Principal

Ref.....

Date : / /20

 7th July 2019	<p>Mangaon Shikshan Prasarak Mandal's Mob. : 9511641944</p> <p>Ashokdada Sable Law College</p> <p>LL.B. 3 Year / LL.B. 5 Year / LL.M. / Diploma Courses Tal. Mangaon, Dist. Raigad. 402 104 ashokdadasablelawcollege@gmail.com</p> <hr/> <p>Adv. Vinod Ghayal Shri. Rajiv Sable Shri. Krishna Gandhi Dr. Sonali Burte Chairman President Secretary Principal</p> <hr/> <p>Ref. <u>709/912/2023-24</u> Date : <u>04/05/2024</u></p>
	<p>To,</p> <p>Mr. Rajesh Vikas Vaishampayan T.Y. L.L.B</p> <p>Subject: Approval of Discount for student studying at Ashokdada Sable Law College, Mangaon</p> <p>We are pleased to inform you that your application for a discount on tuition fees for studying at Ashokdada Sable College has been approved by the College Administration. We recognize and appreciate your dedication to education and we are happy to offer you this benefit as a token of our gratitude.</p> <p>The discount of 35% will be applied to your tuition fees for the upcoming academic year and you will receive detail information on the exact amount and term of the discount shortly. We hope that this financial assistance will help alleviate some of the costs associated with furthering your education and professional development.</p> <p>We look forward to supporting you in your academic journey and wish you all the best in your studies at our college. If you have any questions or need further assistance, please do not hesitate to contact the student services office.</p> <p></p> <p> Principal Ashokdada Sable Law College Mangaon-Raigad</p>




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Chairman

Shri. Rajiv Sable
President

Shri. Krishna Gandhi
Secretary

Dr. Sonali Burte
Principal

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Date : / /20

11

WORKSHOP ON BLOODDONATION




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