

Yashwantrao Chavan Maharashtra Open University, Nashik.

School of Computer Science

Minutes of meeting of School Council in Computer Science 28/12/2018

Item No : (B-1/F-178/2018/1)

The minutes of the last meeting of the School Council (B-1/F-178/2017/01) are given in Appendix A for confirmation.

The minutes of the last meeting of school council were approved.

Item No : (B-1/F-178/2018/2)

To Discuss and Approve the Form A, Form B of MCA Programme

Reasoning : University has signed MOU with IGNOU for academic collaboration and is offering the various programmes developed by IGNOU. MCA is one of the programme offered by the university which is approved by the school council conducted on 8th September 2017.

Honourable Vice Chancellor has also approved the programme on behalf of Academic Council and Board of Management. UGC approval is also received for MCA programme. The details of the programme in the Form A and Form B are placed before the School Council. (Appendix A, B)

Resolution

The school council discussed and approved the programme MCA, its structure, duration, curriculum, eligibility criteria, evaluation pattern, fees, fee sharing between the university and the study centre etc. as per details given in this item. The school council also approved the Form-A and recommended Form-B for approval of the academic council.

The Item has been approved by the School Council and recommended for approval of Academic Council.

Item No : (B-1/F-178/2018/3)

To discuss and decide Eligibility of MCA Programme for learners not having mathematics at 10+2 level or first year of degree and Offer a Certificate in Mathematics programme.

Reasoning : Eligibility of MCA programme is any degree with Mathematics as one of the subjects at 10+2 level or at the first year of degree programme. Many learners pass the degree programme without fulfilling the above condition. To provide opportunity (of admission for MCA programme) to such learners, IGNOU has offered the Certificate in Mathematics programme. These learners can take admission to MCA programme along with the **Certificate in Mathematics** programme. Details of the programme in format Form A and Form B are placed before the School Council. (Appendix C, D)

Resolution

The school council discussed and approved the programme Certificate in Mathematics, its structure, duration, curriculum, eligibility criteria, evaluation pattern, fees, fee sharing between the university and the study centre etc. as per details given in this item. The school council also approved the Form-A and recommended Form-B for approval of the academic council.

The Item has been approved by the School Council and recommended for approval of Academic Council.

Item No : (B-1/F-178/2018/4)

संगणक शाखा विद्याशाखा
य. च. म. मुक्त विद्यापीठ, नाशिक

To discuss and decide Payment of Honorarium to the examiner / expert / moderator/ head / coordinator and other staff involved in evaluation of assignments of project work

Reasoning : MCA programme is offered by the university first time from academic year 2018-19. The Honorarium rate for various task involved in implementation of this post graduate programme are required to be defined. After discussed with examination and other schools honorarium for the examination is same as university approved for other programmes. Honorarium for the practical examination and project examination are proposed as per given in Appendix H to the School Council.

Resolution

The school council discussed and approved the Honorarium for the practical examination and project examination. Guideline for distribution of study center fee share with Institution, head, counselor and other staff are also approved by the school council.

The Item has been approved by the School Council and recommended for approval of Academic Council.

Item No : (B-1/F-178/2018/5)

To discuss and decide the eligibility criteria for direct admission to 2nd year of BCA Programme and B.Sc (Industrial Science) Programme.

Reasoning: There are large number of learners who have completed 3 year engineering diploma programme offered by BTE after 10th. After completing the diploma many of them start working in the industry. In due course of time they want to pursue their higher education. Such learner gets direct admission to 2nd year of engineering degree. The school proposes that

- Learners who have completed three years BTE Diploma in computer science/Information technology/ Electronics OR successfully completed First year of Degree programme in computer science/Information technology/ Electronics should be made eligible for direct admission to 2nd year of BCA programme.
- Learners who have completed three years BTE diploma in any discipline OR successfully completed First year of Engineering Degree programme should be made eligible for direct admission to 2nd year of B.Sc. (Industrial Science) programme.

Resolution

The students who have successfully completed the three-year diploma from Government Technical Board after 10th should be given admission to the Second year of degree programme OR successfully completed First year of Degree programme.

- Learners who have completed three years BTE Diploma in computer science/Information technology/ Electronics OR successfully completed First year of Degree programme in computer science/Information technology/ Electronics should be made eligible for direct admission to 2nd year of BCA programme.
- Learners who have completed three years BTE diploma in any discipline OR successfully completed First year of Engineering Degree programme should be made eligible for direct admission to 2nd year of B.Sc. (Industrial Science) programme.

The Item has been approved by the School Council and recommended for approval of Academic Council.

Item No : (B-1/F-178/2018/6)

To discuss and approve the List of the Writers /Editors involved in Study material development work

Reasoning: The programmes like BCA and BSc(Industrial Science) are revised to offer more relevant syllabus and choice base credit system format as per UGC guidelines. Experts in the course to define syllabus, development of self-instructional study material, editing of the same are identified. The details of the experts, like qualification, experience, working institute are attached in the Appendix E for the approval of School Council.

Resolution

The school council discussed and approved the List of the Writers /Editors involved in Study material development work.

The Item has been approved by the School Council and recommended for approval of Academic Council.

Item No : (B-1/F-178/2018/7)

To discuss and approve List of the examiners / experts /moderator/ involved in evaluation work.

Reasoning : The programmes like BCA and BSc(Industrial Science) are revised to offer more relevant syllabus and choice base credit system format as per UGC guidelines. Experts in the course for examination are identified. The experts' details like qualification, experience, working institute are attached in the Appendix F for the approval of School Council. This list will be forwarded to the Board of examination for its approval.

Resolution

The school council discussed and approved the List of the examiners / experts /moderator/ involved in evaluation work.

The Item has been approved by the School Council and recommended for approval of Academic Council and Board of Examination.

Item No : (B-1/F-178/2018/8)

To discuss and decide revision of work based programme BBA(BPM) which is offered in collaboration with MKCL.

Reasoning : University is implementing BBA(BPM) programme in collaboration with MKCL from 2013, The totally different teaching-learning-evaluation philosophy has been envisaged for this programme designed for the learners who will be doing work in the industry as part of the programme. Industries will be the work labs and the more emphasis is given on the skills rather than the theoretical part. More over the work at the industry will also be considered as part of the learning process and work based performance will also be evaluated as a part of evaluation. The

learning will be done totally through e-contents and continuous comprehensive evaluation will be done during the learning process itself using technology.

Considering the past experience of implementing this programme and changing market demands the revision in the existing programme is recommended by the industry partners and MKCL. New Programme structure is attached in Appendix G.

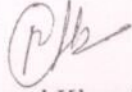
Resolution

The school council discussed and approved the revision of programme BBA(BPM) and its structure, recommended for approval of the academic council.


The Item has been approved by the School Council and recommended for approval of Academic Council.

Item No : (B-1/F-178/2018/9)

Any Additional Subject with the permission of chairman.



Dr. Pramod Khandare
In-charge Director
School of Computer Science


संगणक शास्त्र विद्याशाखा
य. च. म. मुक्त विद्यापीठ, नाशिक

Yashwantrao Chavan Maharashtra Open University, Nashik.

School of Computer Science

Agenda for the meeting of School Council in Computer Science 28/12/2018

Item No : (B-1/F-178/2018/1)

The minutes of the last meeting of the School Council (B-1/F-178/2017/01) are given in Appendix A for confirmation.

Item No : (B-1/F-178/2018/2)

To Discuss and Approve the Form A, Form B of MCA Programme

Note : University has signed MOU with IGNOU for academic collaboration and is offering the various programmes developed by IGNOU. MCA is one of the programme offered by the university which is approved by the school council conducted on 8th September 2017. Honourable Vice Chancellor has also approved the programme on behalf of Academic Council and Board of Management. UGC approval is also received for MCA programme .The details of the programme in the Form A and Form B are placed before the School Council. (Appendix A, B)

Item No : (B-1/F-178/2018/3)

To discuss and decide Eligibility of MCA Programme for learners not having mathematics at 10+2 level or first year of degree and Offer a Certificate in Mathematics programme.

Eligibility of MCA programme is any degree with Mathematics as one of the subjects at 10+2 level or at the first year of degree programme. Many learners pass the degree programme without fulfilling the above condition. To provide opportunity (of admission for MCA programme) to such learners, IGNOU has offered the Certificate in Mathematics programme. These learners can take admission to MCA programme along with the **Certificate in Mathematics** programme. Details of the programme in format Form A and Form B are placed before the School Council. (Appendix C, D)

Item No : (B-1/F-178/2018/4)

To discuss and decide Payment of Honorarium to the examiner / expert /moderator/ head / coordinator and other staff involved in evaluation of assignments of project work

Note : MCA programme is offered by the university first time from academic year 2018-19. The Honorarium rate for various task involved in implementation of this post graduate programme are required to be defined. After discussed with examination and other schools honorarium proposed as per given in Appendix H to the School Council.

Item No : (B-1/F-178/2018/5)

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Note : There are large number of learners who have completed 3 year engineering diploma programme offered by BTE after 10th. After completing the diploma many of them start working in the industry. In due course of time they want to pursue their higher education. Such learners get direct admission to 2nd year of engineering degree. The school proposes that

संयोजक

संयोजक शास्त्र विद्याशाखा

श.स.स. महाराष्ट्र विद्यापीठ, नाशिक

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- Learners who have completed three years BTE diploma in any discipline OR successfully completed First year of Engineering Degree programme should be made eligible for direct admission to 2nd year of B.Sc.(Industrial Science) programme.

Item No : (B-1/F-178/2018/6)

To discuss and approve the List of the experts /Editors involved in Study material development work

Note : The programmes like BCA and BSc(Industrial Science) are revised to offer more relevant syllabus and choice base credit system format as per UGC guidelines. Experts in the course to define syllabus, development of self-instructional study material, editing of the same are identified. The details of the experts, like qualification, experience, working institute are attached in the Appendix E for the approval of School Council.

Item No : (B-1/F-178/2018/7)

To discuss and approve List of the examiners / experts /moderator/ involved in evaluation work.

Note : The programmes like BCA and BSc(Industrial Science) are revised to offer more relevant syllabus and choice base credit system format as per UGC guidelines. Experts in the course for examination are identified. The experts' details like qualification, experience, working institute are attached in the Appendix F for the approval of School Council. This list will be forwarded to the Board of examination for its approval.

Item No : (B-1/F-178/2018/8)

To discuss and decide revision of work based programme BBA which is offered in collaboration with MKCL.

Note : University is implementing BBA programme in collaboration with MKCL from 2013, The totally different teaching-learning-evaluation philosophy has been envisaged for this programme designed for the learners who will be doing work in the industry as part of the programme. Industries will be the work labs and the more emphasis is given on the skills rather than the theoretical part. More over the work at the industry will also be considered as part of the learning process and work based performance will also be evaluated as a part of evaluation. The learning will be done totally through e-contents and continuous comprehensive evaluation will be done during the learning process itself using technology.

Considering the past experience of implementing this programme and changing market demands the revision in the existing programme is recommended by the industry partners and MKCL. New Programme structure is attached in Appendix G.

Item No : (B-1/F-178/2018/9)

Any Additional Subject with the permission of chairman.



यशवंतराव चव्हाण महाराष्ट्र मुक्त विद्यापीठ, नाशिक

संगणक शास्त्र विद्याशाखा बैठक दिनांक 14 डिसेंबर 2017

इतिवृत्त

संगणकशास्त्र विद्याशाखा परिषदेची बैठक दि. 14 डिसेंबर 2017 रोजी संगणकशास्त्र विद्याशाखेच्या सभागृहात आयोजित करण्यात आली होती. सदर बैठकीसाठी पुढील सदस्य उपस्थित होते.

१. श्री.माधव पळशीकर

२. डॉ. प्रमोद खंदारे

३. श्रीमती शुभांगी देसले

५. डॉ. हेमंत राजगुरु

६. श्रीमती चेतना कमळस्कर

७. श्री. राम ठाकर

विषय क्रमांक - १.१ संगणक विद्याशाखा परिषदेवर पाच सदस्य को-ऑप्ट करण्याबाबत..

ठराव - संगणकशास्त्र विद्याशाखा परिषदेत खाली नमूद केलेले पाच सदस्य को-ऑप्ट करण्यास मान्यता देण्यात आली.

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संगणक शास्त्र विद्याशाखा
य. च. म. मुक्त विद्यापीठ, नाशिक

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श्री माधव पळशीकर

श्री. माधव पळशीकर

प्रभारी संचालक, संगणकशास्त्र विद्याशाखा

संगणक शास्त्र विद्याशाखा
य. घ. म. मुक्त विद्यापीठ, नाशिक

**Yashwantrao Chavan Maharashtra Open University
Programme Monitor Form-A**

Proposal For approval of the Planning Board

Programme Concept

A.1 PROGRAMME TITLE: Master of Computer Applications

A.2 PROPOSED BY: School of Computer Science

A.3 WHY PROGRAMME IS: As the IT and the software industry are dynamic and fast growing, all the programmes are designed keeping in view the requirements of industry. The programmes aim at the understanding of the fundamentals of computing among the students so that they can compete in the present-day global situation. The MCA programme is inclined more toward Application Development and thus has more emphasis on latest programming language and tools to develop better and faster applications.

Any graduate passed students want to go for post graduation degree programme in computer applications. Moreover, there are many professions who would like to upgrade their qualifications in computer applications. The demand for the skilled and post graduate completed manpower in the field of educational, industrial and Corporate Sector are growing day by day. To full fill this need this programme is proposed.

A.4 EXISTING PROGRAMMES AND UNIQUE NEED: There is no program related to for post graduation degree programme in computer applications by our university. Other Conventional universities / private Universities are offering this program but they charge very high fees and there is no uniformity among these programs. To generate the manpower with high standard the programme is needed.

A.5 TRAGET GROUP CHARACTERISTICS:

Any Bachelor's degree of minimum 3 (three) year duration from a recognized University AND Mathematics / Statistics as one of the subject at 10+2 level or graduation level.

Or

Student who took admission into MCA and **did not** have mathematics/statistics at 10+2 level or at graduate level have to do **Certificate course in Mathematics**.

A.6 GENERAL AIMS OF THE PROGRAMME: The broad objective of the MCA programme is to prepare graduate students for productive careers in software industry and academia by providing an outstanding environment for teaching and research in the core and emerging areas of the discipline. The programme's thrust is on giving the students a thorough and sound background in theoretical and application-oriented courses relevant to the latest computer software development. The programme emphasizes the application of software technology to solve mathematical, computing, communications / networking and commercial problems. This Master's Degree Programme has been designed with a semester approach in mind. The first year courses are aimed at skills development in computers using various technologies, the second year is more focused on core courses providing conceptual framework and the third year provides the specialisation and the project work.

A.7 BRIEF STATEMENT OF THE COURSE AND THEIR CONTENTS:

| Semester | Course Code | Course Name |
|------------|-------------|---|
| Semester 1 | MCA011 | Problem Solving and Programming |
| | MCA012 | Computer Organization and Assembly language Programming |
| | MCA013 | Discrete Mathematics |
| | MCA014 | Systems Analysis and Design |
| | MCA015 | Communication Skills |
| | MCAL016 | Internet Concepts and Web Design |
| | MCAL017 | C and Assembly Language Programming Lab |
| Semester 2 | MCA021 | Data and File Structures |
| | MCA022 | Operating System Concepts and Networking Management |
| | MCA023 | Introduction to Database Management Systems |
| | MCA024 | Object Oriented Technologies and Java Programming |
| | MCAL025 | Lab1 (based on MCA021, MCA022, MCA023 & MCA024) |
| Semester 3 | MCA031 | Design and Analysis of Algorithms |
| | MCA032 | Object Oriented Analysis and Design |
| | MCA033 | Advanced Discrete Mathematics |
| | MCA034 | Software Engineering |
| | MCA035 | Accountancy and Financial Management |
| | MCAL036 | Lab1 (based on MCA032, MCA034 and MCA035) |
| Semester 4 | MCA041 | Operating Systems |
| | MCA042 | Data Communication and Computer Networks |
| | MCA043 | Advanced Database Management Systems |
| | MCA044 | Mini Project |
| | MCAL045 | Lab (UNIX & Oracle) |
| Semester 5 | MCA051 | Advanced Internet Technologies |
| | MCA052 | Principles of Management and Information Systems |
| | MCA053 | Computer Graphics and Multimedia |
| | MCAL054 | Lab (based on MCA051 & MCA053) |
| | MCAE003 | Artificial Intelligence and Knowledge Management |
| | MCAE004 | Numerical and Statistical Computing |
| | MCAE011 | Parallel Computing |
| Semester 6 | MCAP060 | Project |

A.8 COURSE DURATION: 3 Years**A.9 INSTURCTIONAL STRATEGY:** The study material has been developed by Indira Gandhi National Open University New Delhi and adopted by Yashwantrao Chavan Maharashtra Open University Nashik as per MoU entered between the universities pertaining to sharing of educational programmes and course materials.

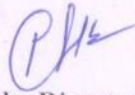
A.10 SPEACIAL FEATURES: provided to the students.

E-Learning material and online learning support will be


A.11 ESTIMED COST:

Expected total Fees of the programme is –

| Sr. No. | Year | YCMOU Share | Study Centre Share | Total |
|--------------|---------|-------------|--------------------|----------------|
| 1 | MCA F Y | 10000/- | 15000/- | 25000/- |
| 2 | MCA S Y | 10000/- | 15000/- | 25000/- |
| 3 | MCA T Y | 10000/- | 15000/- | 25000/- |
| Total | | | | 75000/- |



Signature of the Director of school


संगणक शास्त्र विद्याशाखा
य. च. म. मुक्त विद्यापीठ, नाशिक

Programme Monitor Form-B

Proposal For: Approval of Academic Council

Programme Design

B.1 PROGRAMME TITLE : Master of Computer Applications

B.2 STATEMENT OF THE NEED : As the IT and the software industry are dynamic and fast growing, all the programmes are designed keeping in view the requirements of industry. The programmes aim at the understanding of the fundamentals of computing among the students so that they can compete in the present-day global situation. The MCA programme is inclined more toward Application Development and thus has more emphasis on latest programming language and tools to develop better and faster applications.

Any graduate passed students want to go for post graduation degree programme in computer applications. Moreover, there are many professions who would like to upgrade their qualifications in computer applications. The demand for the skilled and post graduate completed manpower in the field of educational, industrial and Corporate Sector are growing day by day. To full fill this need this programme is proposed.

B.3 TRAGET GROUP-CHRAECTERISTICS AND BENEFITS:

Any Bachelor's degree of minimum 3 (three) year duration from a recognized University AND Mathematics / Statistics as one of the subject at 10+2 level or graduation level.

Or

Student who took admission into MCA and **did not** have mathematics/statistics at 10+2 level or at graduate level have to do **Certificate course in Mathematics.**

B.4 GOALS OF THE PROGRAMME:

The broad objective of the MCA programme is to prepare graduate students for productive careers in software industry and academia by providing an outstanding environment for teaching and research in the core and emerging areas of the discipline. The programme's thrust is on giving the students a thorough and sound background in theoretical and application-oriented courses relevant to the latest computer software development. The programme emphasizes the application of software technology to solve mathematical, computing, communications / networking and commercial problems. This Master's Degree Programme has been designed with a semester approach in mind. The first year courses are aimed at skills development in computers using various technologies, the second year is more focused on core courses providing conceptual framework and the third year provides the specialisation and the project work.

B.5 STRUCTURE OF THE PROGRAMME:

- (i) No. of courses : 31 Courses
- (ii) Minimum period of study : 36 Months (3 Years)
- (iii) Total credit points(CP) : 108 CP

(iv) Total study hours :

| Semester | No. of Sessions | | | No. of Hours | | |
|--------------|-----------------|------------|----------------------|--------------|------------|----------------------|
| | Theory | Practical | Specific Assignments | Theory | Practical | Specific Assignments |
| I | 23 | 40 | 4 | 46 | 120 | 12 |
| II | 26 | 40 | 6 | 52 | 120 | 18 |
| III | 29 | 30 | 2 | 58 | 60 | 6 |
| IV | 24 | 30 | 4 | 48 | 90 | 12 |
| V | 31 | 20 | 4 | 62 | 60 | 12 |
| VI | 2* | - | - | 4 | | |
| TOTAL | 135 | 160 | 20 | 270 | 480 | 60 |

* These sessions should be conducted in the 5th semester.

Total Computer time = Practical time + Assignment implementation time
 =160 Sessions + 20 Sessions
 =480 hours + 60 hours
 =540 hours

LIST OF COURSES (Give component-wise-core, elective, special etc.) :

| Semester | Course Code | Course Name | Credit Point | Total |
|------------|-------------|---|--------------|-----------|
| Semester 1 | MCA011 | Problem Solving and Programming | 3 | 18 |
| | MCA012 | Computer Organization and Assembly language Programming | 4 | |
| | MCA013 | Discrete Mathematics | 2 | |
| | MCA014 | Systems Analysis and Design | 3 | |
| | MCA015 | Communication Skills | 2 | |
| | MCAL016 | Internet Concepts and Web Design | 2 | |
| | MCAL017 | C and Assembly Language Programming Lab | 2 | |
| Semester 2 | MCA021 | Data and File Structures | 4 | 18 |
| | MCA022 | Operating System Concepts and Networking Management | 4 | |
| | MCA023 | Introduction to Database Management Systems | 3 | |
| | MCA024 | Object Oriented Technologies and Java Programming | 3 | |
| | MCAL025 | Lab1 (based on MCA021, MCA022, MCA023 & MCA024) | 4 | |
| Semester 3 | MCA031 | Design and Analysis of Algorithms | 4 | 18 |
| | MCA032 | Object Oriented Analysis and Design | 3 | |

| | | | | |
|--------------|---------|--|---|------------|
| | MCA033 | Advanced Discrete Mathematics | 2 | |
| | MCA034 | Software Engineering | 3 | |
| | MCA035 | Accountancy and Financial Management | 3 | |
| | MCAL036 | Lab I (based on MCA032, MCA034 and MCA035) | 3 | |
| Semester 4 | MCA041 | Operating Systems | 4 | 18 |
| | MCA042 | Data Communication and Computer Networks | 4 | |
| | MCA043 | Advanced Database Management Systems | 4 | |
| | MCA044 | Mini Project | 4 | |
| | MCAL045 | Lab (UNIX & Oracle) | 2 | |
| Semester 5 | MCA051 | Advanced Internet Technologies | 3 | 20 |
| | MCA052 | Principles of Management and Information Systems | 2 | |
| | MCA053 | Computer Graphics and Multimedia | 4 | |
| | MCAL054 | Lab (based on MCA051 & MCA053) | 2 | |
| | MCAE003 | Artificial Intelligence and Knowledge Management | 3 | |
| | MCAE004 | Numerical and Statistical Computing | 3 | |
| | MCAE011 | Parallel Computing | 3 | |
| Semester 6 | MCAP060 | Project | | 16 |
| Total | | | | 108 |

B.6 LIST OF TOPICS & CONTENTS IN EACH COURSE:

(Separately enclosed)

B.7 DETAILS OF THE INSTRUCTIONAL PACKAGE-PROPOSED:

The study material has been developed by Indira Gandhi National Open University New Delhi and adopted by Yashwantrao Chavan Maharashtra Open University Nashik as per MoU entered between the universities pertaining to sharing of educational programmes and course materials.

B.7.1 PACKAGE COMPONENTS:

- (i) No. of books (blocks) : One book for each 4CP course
(ii) Other : Web support / use of ICT

संगणक शास्त्र विद्याशाखा
य. च. म. मुक्त विद्यापीठ, नाशिक

B.7.2 Media Strategy:

Most of the learning will be based on print media. However, practical explanations and demonstrations will be provide through multimedia and e learning. Complex topics will be explained through multimedia titles. Academic support will also be provided through WEB. Brief statement indicating how various subject areas will be handled through print,.

B.8 EVALUATION PATTERN-LEARNINGB: Same as BCA programme

B.9 APPROACH TO TEACHING –LEARNING:

Study Centers will implement book bank scheme. Most of the learning will be based on print media. However, practical explanations and demonstrations will be provide through multimedia and e learning. Complex topics will be explained through multimedia titles. Academic support will also be provided through WEB. Brief statement indicating how various subject areas will be handled through print.

B.10 PROPOSED TIME SCHEDULE:

- (i) Developed period : NIL
(ii) Date of announcement : Oct 2018
(Month and Year)
(iii) Last Date of enrollment : Nov 2018

B.11 COST ESTIMATES: (to be given by the Director):

The total fee of the programme is Rs. 25000/- per year out of which Rs. 10000/- is YCMOU Fee and Rs. 15000/- is Study Centre Fees.

| Sr. No. | Year | YCMOU Component | Study Centre Component | Total |
|--------------|---------|-----------------|------------------------|----------------|
| 1 | MCA F Y | 10000/- | 15000/- | 25000/- |
| 2 | MCA S Y | 10000/- | 15000/- | 25000/- |
| 3 | MCA T Y | 10000/- | 15000/- | 25000/- |
| Total | | | | 75000/- |

B.12 LIST OF THE EXPERTS FOR WRITING AND EDITING:


(to be enclosed)

B.13 PROPOSED LIST OF EXPERTS FOR VETING:

(to be enclosed)

Programme Coordinator (Names) :

- 1) Dr. Pramod Khandare
- 2) Shri. Anil Gaikwad


संगणक शास्त्र विद्याशाखा
य. च. म. मुक्त विद्यापीठ, नाशिक

Signature of the
Director of the School



**Yashwantrao Chavan Maharashtra Open University
Programme Monitor Form-A**

Proposal For approval of the Planning Board

Programme Concept

A.1 PROGRAMME TITLE : Certificate in Mathematics

A.2 PROPOSED BY : School of Computer Science

A.3 WHY PROGRAMME IS: This certificate provides the basic skills you need for further study in mathematics and is ideal to underpin the studies in other areas. Learner will be introduced to pure mathematics, applied mathematics, working with abstract ideas; and modelling real-world problems using E Learning Tools, Techniques and Softwares.

And the learners who are interested to pursue Master of Computer Applications at our university but could not studied mathematics as a one of the subject at 10+2 level or graduation level will be eligible to said programme if they complete this certificate programme.

A.4 EXISTING PROGRAMMES AND UNIQUE NEED: There is no programme related to certificate in mathematics offered by the conventional universities as well as by our university. Some of the private computer institutes offer this programme but they charge very high fees and there is no uniformity among these programs. To generate the manpower with high standard the programme is needed.


A.5 TRAGET GROUP CHARACTERTICS: The learner who have completed any Bachelor's degree of minimum 3 (three) year duration from a recognized University AND Mathematics or Statistics as one of the subject at 10+2 level or graduation level.

A.6 GENERAL AIMS OF THE PROGRAMME: The aim of this certificate program is to strengthen the mathematical backgrounds of learners so that they will are well positioned to pursue MCA of our university as well as further study in a variety of quantitative fields

A.7 BRIEF STATEMENT OF THE COURSE AND THEIR CONTENTS:

- Mathematics
- Lab: Mathematics

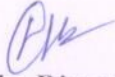
A.8 COURSE DURATION: 6 months


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A.9 INSTURCTIONAL STRATEGY: Instructional, counseling and practical sessions will be provided to the learners at the study center. The study center will implement book bank scheme to provide study material to the students. Study center will also make use of E Learning and ICT to supplement the teaching. YCMOU will provide WEB support to the institutes and the students.

A.10 SPEACIAL FEATURES: E-Learning material and online learning support will be provided to the students.

A.11 ESTIMED COST: Expected total Fees of the programme is Rs. 3500/-



Signature of the Director of school


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Programme Monitor Form-B

Proposal For: Approval of Academic Council

Programme Design

B.1 PROGRAMME TITLE: Certificate in Mathematics

B.2 STATEMENT OF THE NEED: This certificate provides the basic skills you need for further study in mathematics and is ideal to underpin the studies in other areas. Learner will be introduced to pure mathematics, applied mathematics, working with abstract ideas; and modelling real-world problems using E Learning Tools, Techniques and Softwares.

And the learners who are interested to pursue Master of Computer Applications at our university but could not studied mathematics as a one of the subject at 10+2 level or graduation level will be eligible to said programme if they complete this certificate programme.

B.3 TRAGET GROUP-CHRAECTERISTICS AND BENEFITS: The learner who have completed any Bachelor's degree of minimum 3 (three) year duration from a recognized University AND Mathematics or Statistics as one of the subject at 10+2 level or graduation level.

B.4 GOALS OF THE PROGRAMM: The aim of this certificate program is to strengthen the mathematical backgrounds of learners so that they will are well positioned to pursue MCA of our university as well as further study in a variety of quantitative fields

B.5 STRUCTURE OF THE PROGRAMME:

- (i) No. of courses : 2 Cources
- (ii) Minimum period of study : 6 Months
- (iii) Total credit points(CP) : 6 CP
- (iv) Total study hours : 30 Practical Study Hrs and counseling 60 hrs

LIST OF COURSES (Give component-wise-core, elective, special etc.)

| Sr. No. | Title | C.P. | Practical Study Hours | Counseling Hours |
|---------|------------------|------|-----------------------|------------------|
| 1 | Mathematics | 4 | -- | 60 |
| 2 | Lab: Mathematics | 2 | 30 | -- |

B.6 LIST OF TOPICS & CONTENTS IN EACH COURSE:

(Separately enclosed)

B.7 DETAILS OF THE INSTRUCTIONAL PACKAGE-PROPOSED:**B.7.1 PACKAGE COMPONENTS :**

- (i) **No. of books (blocks)** : One book for each 4CP course
(ii) **Other** : Web support / use of ICT

B.7.2 Media Strategy: Most of the learning will be based on print media. However, practical explanations and demonstrations will be provide through Web support / use of ICT. Complex topics will be explained through multimedia titles. Academic support will also be provided through WEB.

B.8 EVALUATION PATTERN-LEARNING: Same as other Certificate Programmes

B.9 APPROACH TO TEACHING –LEARNING:

Study Centers will implement book bank scheme. Most of the learning will be based on print media. However, practical explanations and demonstrations will be providing through multimedia titles and CBTs. Complex topics will be explained through multimedia titles. Academic support will also be provided through WEB. Brief statement indicating how various subject areas will be handled through print,.

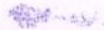
B.10 PROPOSED TIME SCHEDULE:

- (i) Developed period = 6 months
(ii) Date of announcement = October 2018
(Month and Year)
(iii) Last Date of enrollment = November 2018

B.11 COST ESTIMATES: (to be given by the Director)

| Sr. No. | Duration | YCMOU Component | Study Centre Component | Total |
|--------------|----------|-----------------|------------------------|---------------|
| 1 | 6 Months | 1000/- | 2500/- | 3500/- |
| Total | | | | 3500/- |

The total fee of the programme is 3500 out of which 1000 is YCMOU Fee Component and 2500 is Study Centre Fee Component.


संगणक शास्त्र विद्यापीठ
य. च. म. मुक्त विद्यापीठ, नाशिक

B.12 LIST OF THE EXPERTS FOR WRITING AND EDITING:
(to be enclosed)

B.13 PROPOSED LIST OF EXPERTS FOR VETING:
(to be enclosed)

Programme Coordinator (Names) :

- 1) Dr. Pramod Khandare
- 2) Shri. Anil Gaikwad

Signature of the
Director of the School



संगणक शास्त्र विद्याशाखा
य. च. म. मुक्त विद्यापीठ, नाशिक

School of Computer Science
 Program: BCA (Bachelor of Computer Science)
 List of the experts /Editors involved in Study Material Development Work

| S.No | Proposed Expert Names | Subject | Designation | Qualification | Experience |
|------|--------------------------|--|---------------------|-------------------|------------|
| 1 | Prof. Kiran Somwanshi | Android Programming CMP 516 | Assistant Professor | M.Tech Computer | 11 Years |
| 2 | Prof. Gauri Sonwanwe | Linux Administration CMP 515 | Appititude Trainer | M.E. Computer | 5+ Years |
| 3 | Prof. Dattatray Shingate | Web Technologies CMP 508 & Advance Java CMP 514 | Assistant Professor | M.E Computer | 10+ Years |
| 4 | Mr. Kiran Derle | Quantative Aptitude CMP 332 | Aptitude Trainer | PhD, MBA | 11+ Years |
| 5 | Mr. Swapnil Kulkarni | Advance Java CMP 514 | Project Manager | MCA | 11+ Years |
| 6 | Prof. Santosh Purkar | Computer System Architecture CMP 510 | Assistant Professor | M.Tech E & TC | 15 Years |
| 7 | Prof. Akshata Dighe | PHP Programming CMP 517 | Assistant Professor | M.Tech Computer | 6+ Years |
| 8 | Prof. Trambak Pawar | Advance Java CMP 514 | Assistant Professor | M.E Computer | 5 + Years |
| 9 | Ms. Monali Borade | Opertaing System CMP 507 & E-Commerce Technologies CMP 513 | Assistant Professor | M.E Computer | 8+ Years |
| 10 | Mr. Hitesh Ramdasani | Quantative Aptitude CMP 332 | Aptitude Trainer | PhD Pursuing, MBA | 8+ Years |
| 11 | Prof. Pranjali Jadhav | Opertaing System CMP 507 & E-Commerce Technologies CMP 513 | Assistant Professor | M.E Computer | 10+ Years |
| 12 | Prof. Pramod. Patil | PHP Programming CMP 517 | Assistant Professor | M.E. Computer | 10+ Years |
| 13 | Dr. Priya Jagtap | Personality and Career Skills OPN 273 | P D Trainer | PhD, MBA | 12+ Years |
| 14 | Prof. Ankur Shukla | Linux Administration CMP 515 | Assistant Professor | M. Tech | 8+ Years |
| 15 | Prof. Shailendra Vidhate | Personality and Career Skills OPN 273 | Associate Professor | PhD Pursuing, M.E | 16+ Years |
| 16 | Mrs. Nita Nigam | Personality and Career Skills OPN 273 | Assistant Professor | M.A. Philosophy | 23 Years |



Ms. Monali Borade
 Program I/C, Academic Co-ordinator
 School of Computer Science



Dr. Pramod Khandare
 I/C Director
 School of Computer Science



संगणक शास्त्र विद्याशाखा
 य. व. म. मुक्त विद्यापीठ, नाशिक

List of the experts /Editors involved in Study Material Development Work

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Ms. Monali Borade

Program I/C, Academic Co-ordinator
School of Computer Science



Dr. Pramod Khandare
I/C Director
School of Computer Science


संगणक शास्त्र विद्याशाखा
य. च. म. संगणक विद्यापीठ, नाशिक

School of Computer Science
Program: B.Sc. (Industrial Science)

List of the experts / editors involved in study material development work

COURSE: Bsc Industrial Science Semester 4

| Sr. No. | Subject | Proposed Author Names | Designation | Qualification | Experience | Contact Number/s | Email-ID | College Name |
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COURSE: Bsc Industrial Science Semester 5

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| | | | | | | | |

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COURSE: Bsc Industrial Science Semester 6

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संगणक शास्त्र विद्याशाखा
य. घ. म. मुक्त विद्यापीठ, नाशिक

Director
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संगणक शास्त्र विद्याशाखा
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Director
 (School of Computer Science)

School of Computer Science
Program: BCA (Bachelor of Computer Science)

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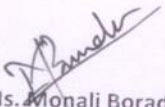
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Appendix G

Bachelor of Business Administration (BPM)

| Course Code | Course Name | Theory/ Practical/ Project | Contact (HRS) | Credit Points | Assessment Type | Passing Marks |
|-------------------|--|----------------------------------|------------------|------------------|------------------------|------------------|
| Semester 1 | | | | | | |
| C1 | The Basis of Global Management | Theory | 60 | 2 | CA (20%) + EE (80%) | 40% |
| C2 | Essentials of Planning | Theory | 60 | 2 | CA (20%) + EE (80%) | 40% |
| C3 | Organizing, Entrepreneuring and Reengineering | Theory | 60 | 2 | CA (20%) + EE (80%) | 40% |
| AEC | IT Skills for Managers | Theory | 60 | 4 | CA (20%) + EE (80%) | 40% |
| SEC | The Basis of Global Management (Practical 1) | Practical | 30 | 2 | EE (20%) | 40% |
| SEC | Essentials of Planning(Practical 2) | Practical | 30 | 2 | EE (20%) | 40% |
| SEC | Organizing, Entrepreneuring and Reengineering (Practical 3) | Practical | 30 | 2 | EE (20%) | 40% |
| Semester 2 | | | | | | |
| C4 | Foundations of Service Marketing | Theory | 60 | 2 | CA (20%) + EE (80%) | 40% |
| C5 | Focus on the Customer | Theory | 60 | 2 | CA (20%) + EE (80%) | 40% |
| C6 | Understanding Customer Requirements | Theory | 60 | 2 | CA (20%) + EE (80%) | 40% |
| AEC | Business English | Theory | 60 | 4 | CA (20%) + EE (80%) | 40% |
| SEC | Foundations of Service Marketing (Practical 1) | Practical | 30 | 2 | EE (20%) | 40% |
| SEC | Focus on the Customer (Practical 2) | Practical | 30 | 2 | EE (20%) | 40% |
| SEC | Understanding Customer Requirements (Practical 3) | Practical | 30 | 2 | EE (20%) | 40% |
| Semester 3 | | | | | | |
| C7 | HR Management and Selection | Theory | 60 | 2 | CA (20%) + EE (80%) | 40% |
| C8 | Leadership and Management | Theory | 60 | 2 | CA (20%) + EE (80%) | 40% |
| C9 | System and process of controlling | Theory | 60 | 2 | CA (20%) + EE (80%) | 40% |
| AEC | Environmental Studies | Theory | 60 | 4 | CA (20%) + EE (80%) | 40% |
| SEC | HR Management and Selection (Practical 1) | Practical | 30 | 2 | EE (20%) | 40% |
| SEC | Leadership and Management (Practical 2) | Practical | 30 | 2 | EE (20%) | 40% |
| SEC | System and process of controlling (Practical 3) | Practical | 30 | 2 | EE (20%) | 40% |

| Semester 4 | | | | | | |
|------------|---|-----------|----|---|---------------------|-----|
| C10 | Aligning Service Design and Standards | Theory | 60 | 2 | CA (20%) + EE (80%) | 40% |
| C11 | Delivering and Performing Service | Theory | 60 | 2 | CA (20%) + EE (80%) | 40% |
| C12 | Managing Service Promises | Theory | 60 | 2 | CA (20%) + EE (80%) | 40% |
| AEC | Advanced Excel | Theory | 60 | 4 | CA (20%) + EE (80%) | 40% |
| SEC | Aligning Service Design and Standards (Practical 1) | Practical | 30 | 2 | EE (20%) | 40% |
| SEC | Delivering and Performing Service (Practical 2) | Practical | 30 | 2 | EE (20%) | 40% |
| SEC | Managing Service Promises (Practical 3) | Practical | 30 | 2 | EE (20%) | 40% |
| Semester 5 | | | | | | |
| C13 | Services and Economy | Theory | 60 | 2 | CA (20%) + EE (80%) | 40% |
| C14 | Service Enterprise Designing | Theory | 60 | 2 | CA (20%) + EE (80%) | 40% |
| C15 | Service Quality and Improvement | Theory | 60 | 2 | CA (20%) + EE (80%) | 40% |
| AEC | Financial Accounting | Theory | 60 | 4 | CA (20%) + EE (80%) | 40% |
| G/I | Elective: Practical 1 | Practical | 30 | 2 | EE (20%) | 40% |
| G/I | Elective: Practical 2 | Practical | 30 | 2 | EE (20%) | 40% |
| G/I | Elective: Practical 3 | Practical | 30 | 2 | EE (20%) | 40% |
| Semester 6 | | | | | | |
| C16 | Managing Service Operations | Theory | 60 | 2 | CA (20%) + EE (80%) | 40% |
| C17 | Managing Service Operations - II | Theory | 60 | 2 | CA (20%) + EE (80%) | 40% |
| C18 | Quantitative Models for Service Management | Theory | 60 | 2 | CA (20%) + EE (80%) | 40% |
| AEC | Quantitative Aptitude | Theory | 60 | 4 | CA (20%) + EE (80%) | 40% |
| G/I | Elective: Practical 1 | Practical | 30 | 2 | EE (20%) | 40% |
| G/I | Elective: Practical 2 | Practical | 30 | 2 | EE (20%) | 40% |
| G/I | Elective: Practical 3 | Practical | 30 | 2 | EE (20%) | 40% |

Note: *Evaluation pattern is same as existing BBA Programme.

Appendix H

Guidelines for remuneration / honorarium of MCA programme

A. Distribution of Study Centre Component (fees) distribution for Master of Computer Applications (MCA) and Certificate in Mathematics programmes

| Sr. No. | Titles | Percentage |
|-------------------------------|--|------------|
| 1. | Head | 8 |
| 2. | Coordinator | 17 |
| 3. | Counsellor | 45 |
| 4. | Assistant | 6 |
| 5. | Peon | 3 |
| 6. | Infrastructure Development | 6 |
| 7. | Maintenance | 6 |
| 8. | Other (includes advertising and publicity) | 9 |
| Study Centre Component (Fees) | | 100% |

B. Remuneration rates for HA/PT/EE Paper Setting

| Sr. No. | Question Paper type | Marks upto | PG Program |
|---------|---------------------|------------|------------|
| 1. | CA(HA) | 50 | 300/- |
| 2. | EE(End Exam) | 100 | 900/- |
| 3. | PT(Practical Test) | 50 | 150/- |

C. Honorarium of Evaluation Section

| Sr. No. | Title | Distribution |
|---------|---------------------------|-----------------------|
| 1. | Examiners / Paper checker | Rs. 20/- per paper |
| 2. | Moderator | Rs. 20/- per paper |
| 3. | Synopsis | Rs. 100/- per Student |

D. Project Report Evaluation

| Sr. No. | Title | Distribution |
|---------|---|--------------|
| 1. | External Project Supervisor per Student | 250/- |
| 2. | DA of External Project Supervisor per Student | 50/- |
| 3. | Internal Project Supervisor/Guide | 300/- |

E. Honorarium for conduct of theory examination is as per existing norms of YCMOU (attached herewith)

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F. Expenditure of project examination: All the expenditure incurred in conduct of project examination including honorarium to be given to Examiners and other staff shall be borne by the Study Centre. In addition to the honorarium, the Study centre shall pay TA/DA to the External Examiner. The details of honorarium to be paid are given below.

The details of honorarium to be given to the Examiners and other staff of project examination of MCA programmes

| Sr. No. | Work Description | Title | Remuneration Rate |
|---------|---|-----------------------------------|--|
| 1. | Assessment of practical work in end examination and Viva | One External Examiner | Rs. 25 per student |
| | | One Internal Examiner | Rs. 25 per student |
| 2. | Assessment of Home assignments | One Internal or External Examiner | Rs. 25 per home assignment per student |
| 3. | Assessment of Project Report, Demonstration, Presentation and Viva of Mini / Minor Project Work | One External Examiner | Rs. 150 per student |
| | | One Internal Examiner | Rs. 150 per student |
| 4. | Assessment of Project Report, Demonstration, Presentation and Viva of Major Project Work. | One External Examiner | Rs. 250 per student |
| | | One Internal Examiner | Rs. 250 per student |
| 5. | Overall administration | Head of the institute | Rs. 150 per day## |
| 6. | Assistance and help in Lab preparation | Technical Assistant | Rs. 20 per student## |
| 7. | Menial work | Peon | Rs. 10 per student## |
| 8. | To provide necessary infrastructure and support for student's project examination | Factotum Charges | Rs. 10 per student## |

Note: ## these charges are applicable for minor and major project examination only. The TA/DA should be given to the External Examiner as per University existing rules.

If number of students taking examination in practical or project work at the concerned examination centre is equal to or less than three, the minimum remuneration should be given as per the following table.

Minimum remuneration

| | |
|---------------------|---------|
| External Examiner | Rs. 400 |
| Internal Examiner | Rs. 400 |
| Technical Assistant | Rs. 200 |
| Peon | Rs. 100 |
| Factotum Charges | Rs. 200 |

All the Coordinators are hereby informed that the External Examiners for project viva are appointed by the University. You are requested to contact the Examiner of your Centre and prepare the time table of project examination and also provide the necessary information like address of examination Centre etc.

Instruction when two or more Study Centres have a one common Exam Centre.

Study Centre Coordinator

- 1) In addition to the External Examiners remuneration (As per new remuneration chart) expenses on his/her TA/DA & hospitality (as per University norms) must be shared by the Study Centres attached to the Examination Centre.
- 2) Examination Centre Coordinator will communicate the amount to be contributed towards External Examiner remuneration + TA/DA + Administrative expenses by email
- 3) You have to deposit the amount with Examination Centre Coordinator and take the receipt
- 4) Communicate the schedule to the students and ask them to remain present for the examination at Examination Centre.
- 5) Study Centre Coordinator must be present at the Examination Centre on the day of project examination for uploading the marks in the presence of External Examiner.

Examination Centre Coordinator

- 1) Prepare the timetable of the examination in consultation with the Examiner and communicate to the students/Study Centre.
- 2) Calculate the total expenses (approximate) for examination and based on that send email to the Study Centre attached about the share each Study Centre must contribute towards the conduct of examination.
- 3) Issue receipt to the Study Centres for this contribution.
- 4) Upload the marks in the presence of Examiner. Take the printout and get it signed by External Examiner.
- 5) Prepare the expenditure chart and send it along with the Mark List and attendance List to Examination section, Unit-2, YCMOU, Nashik.

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सहपत्र क्र.7

लेखी परीक्षा आयोजनाचे मानधन दरपत्रक

| अ.क्र. | पद | प्रतीसत्र/प्रतीदिन मानधन रु. | शेरा |
|--------|---|--|--|
| 1 | केंद्रप्रमुख / प्राचार्य | प्रतीदिन रु. २००/- | केंद्रप्रमुखांची दैनंदिन उपस्थितीपत्रकावर स्वाक्षरी असणे आवश्यक. |
| 2 | अंतर्गत वरिष्ठ पर्यवेक्षक | प्रतीसत्र रु. २००/- | एक सत्र परीक्षेपूर्व आणि एक सत्र परीक्षेनंतरच्या कामांसाठी देय. |
| 3 | बहिःस्थ वरिष्ठ पर्यवेक्षक | प्रतीसत्र रु. २००/- | एक सत्र परीक्षेपूर्व आणि एक सत्र परीक्षेनंतरच्या कामांसाठी देय. |
| 4 | अतिरिक्त बहिःस्थ वरिष्ठ पर्यवेक्षक | प्रती सत्र रु. 200/- | 1) परीक्षा केंद्रावरील विद्यार्थी संख्या 500 च्या पुढे आहे आणि ने परीक्षाकेंद्र संवेदनशील आहे. अशा परीक्षाकेंद्रावर अतिरिक्त बहिःस्थ पर्यवेक्षकांचे नियुक्ती संबंधित विभागीय संचालकांनी करावी. 2) या पर्यवेक्षकाची नेमणूक करतांना संबंधित परीक्षाकेंद्र संवेदनशील असल्याची खात्री करून त्याप्रमाणे प्रस्ताव परीक्षा विभागाकडून मान्य करून घ्यावा. |
| 5 | पर्यवेक्षक सहायक | प्रतीसत्र रु. १५०/- | एक सत्र परीक्षेपूर्व आणि एक सत्र परीक्षेनंतरच्या कामांसाठी देय. |
| 6 | कनिष्ठ पर्यवेक्षक | प्रतीसत्र रु. १५०/- | 30 विद्यार्थ्यांचा एक ब्लॉक. |
| 7 | ऑफीस शिपाई /बेलमन | प्रतीसत्र रु. ६५/- | (एकच व्यक्ती) |
| 8 | वर्ग शिपाई | प्रतीसत्र रु. ६५/- | (४ ब्लॉकमागे १ व्यक्ती) |
| 9 | पाणीवाले | प्रतीसत्र रु. ६५/- | (४ ब्लॉकमागे १ व्यक्ती) |
| 10 | वॉचमन (रात्रपाळीसाठी) / म्वच्छक | प्रतीदिन रु. १००/- | (एकच व्यक्ती) |
| 11 | संकिर्ण खर्च | रु. ५/- प्रती विद्यार्थी (कमीत कमी रु. ५००) | ----- |
| 12 | प्रश्नपत्रिका डाऊनलोड आणि फोटो कॉपी खर्च | साठ पैसे प्रती पेपर प्रमाणे खर्च देय. | प्रवेशपत्र, उपस्थिती याद्या, कनिष्ठ पर्यवेक्षक अहवाल, समरी लिस्ट, प्रश्नपत्रिका यांच्यासाठी.- याबाबतच्या नोंदी नोंदवहीत अचूक घ्याव्यात. |
| 13 | भरारी पथक किमान 3 सदस्य (यात 1 महिला सदस्य अपेक्षित) | सर्व समावेशक रु. 1000/- प्रती दिन, प्रती सदस्य | विद्यापीठाच्या प्रचलित नियमांच्या अधिन राहून भरारी पथकासाठी म्वतंत्र वाहन व्यवस्था संबंधित विभागीय केंद्र करेल. |
| 14 | तांत्रिक सहाय्यक (ICT Assistant) | प्रती सत्र रु. 150/- | 1) परीक्षेच्या संपूर्ण कालावधीसाठी निश्चित केलेल्या विहित पद्धतीचा अवलंब करून प्रश्नपत्रिका डाऊनलोड, ऑनलाईन उपस्थिती अहवालाची संगणकीय (AB,P. CC) नोंद, Packing Slip, Summary Report इत्यादी बाबींची कार्यवाही करणे. 2) परीक्षा कार्यपद्धतीत वेळोवेळी केलेल्या ऑनलाईन बदलांची नोंद घेऊन कार्यवाही करणे. |

- 1) केंद्रसंयोजक हे वरिष्ठ पर्यवेक्षक (अंतर्गत) म्हणून काम पाहतील. ते उपलब्ध नसल्यास केंद्रप्रमुखांच्या सल्ल्याने वरिष्ठ प्राध्यापकांची वरिष्ठ पर्यवेक्षक (अंतर्गत) म्हणून नियुक्ती करावी.
- 2) ३० विद्यार्थ्यांच्या एका वर्गावर एक कनिष्ठ पर्यवेक्षक नियुक्त करण्यात यावा. ३०० विद्यार्थ्यांच्या पुढे संख्या गेल्यास (१० ब्लॉक पेक्षा जास्त वर्ग असल्यास) ०१ रिलिव्हर देय राहिल.
- 3) ३०० विद्यार्थ्यांच्या पुढे संख्या गेल्यास हेडक्लार्क/सिनिअर क्लार्क श्रेणीतील एक सहायक (त्या कालावधीपुरता) नेमण्यात यावा.
- 4) ४ ब्लॉकमागे १ पाणीवाला नेमण्यात यावा. (पाणीवाले) प्रतीसत्र किमान दोन तासांसाठी नियुक्त करावेत.
- 5) परीक्षाखर्च देयकांचे भाग २- दैनंदिन उपस्थितीपत्रक आणि भाग ३- मानधन देयके परिपूर्ण असावेत. केवळ भाग ३ - मानधन देयकांवर सह्या करून पाठवू नयेत. अपूर्ण देयके स्वीकारली जाणार नाहीत.
- 6) प्रती दिन समरी आणि लेखी परीक्षा मानधन तक्ता देयकांसोबत जोडणे अनिवार्य आहे.

परीक्षा नियंत्रक

संगणक शास्त्र विद्याशाखा
य. च. म. मुक्त विद्यापीठ, नाशिक