



A.P.C. MAHALAXMI COLLEGE FOR WOMEN

THOOTHUKUDI - 2



CRITERION 6

SSR CYCLE IV

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.3. Faculty Empowerment Strategies

6.3.3.1: Total number of teaching and non-teaching staff participating in Faculty Development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

**FDP ORGANIZED FOR TEACHING AND NON-
TEACHING FACULTY**

2019 - 2020

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Orientation Series on Quality Enhancement & Sustenance

Circular



A.P.C. MAHALAXMI COLLEGE FOR WOMEN, THOOTHUKUDI

The Internal Quality Assurance Cell

Date: 10.06.2019

Circular

We are pleased to inform you that Internal Quality Assurance Cell will be conducting a five day **Faculty Development Programme** on "Quality Enhancement & Sustenance" from 11th to 15th June, 2019 to enhance the teaching and technical skills of faculty. We look forward to your active participation in this programme.

N. Manojkumar
PRINCIPAL
PRINCIPAL
A.P.C. Mahalaxmi College For Women
TUTICORIN - 2.

Invitation





A.P.C. MAHALAXMI COLLEGE FOR WOMEN
Reaccredited by NAAC with 'B⁺' Grade
 Thoothukudi-628002

Internal Quality Assurance Cell

Organizes a

ORIENTATION SERIES

on

QUALITY ENHANCEMENT & SUSTENANCE

PRINCIPAL
Dr. N. Meenakumari

DATE:
 11.06.2019 to
 15.06.2019

TIME:
 10.00 a.m.

GUEST SPEAKERS:

Day-1: Role of Teachers in Quality Enhancement
 Dr. T. Lilly Golda
 Assistant Professor of English,
 A.P.C. Mahalaxmi College for Women,
 Thoothukudi.

Day-2: How to Document Activities using Google Forms
 Dr. V. Shyamala Susan
 Assistant Professor of Computer Science,
 A.P.C. Mahalaxmi College for Women,
 Thoothukudi.

Day-3: Preparation for NIRF
 Dr. J. Clara Jeyageetha
 Assistant Professor of Chemistry,
 A.P.C. Mahalaxmi College for Women,
 Thoothukudi.

Day-4: How to Enhance Library Usage
 Dr. R. Samundeswari
 Assistant Professor of Commerce,
 A.P.C. Mahalaxmi College for Women,
 Thoothukudi.

Day-5: Publications & Search Engines
 Dr. D. Shanmuga Priya
 Assistant Professor of Chemistry,
 A.P.C. Mahalaxmi College for Women,
 Thoothukudi.

Report**A.P.C. MAHALAXMI COLLEGE FOR WOMEN, THOOTHUKUDI****The Internal Quality Assurance Cell****The five day Orientation Series - 11.06.2019 to 15.06.2019**

The Internal Quality Assurance Cell (IQAC) organized a five day **Orientation Series** on **“Quality Enhancement & Sustenance”** from 11th to 15th June, 2019 to enhance the teaching and technical skills of faculty. On 11st June 2019 Dr. T. Lilly Golda, IQAC Coordinator spoke on “Role of Teachers in Quality Enhancement”. On 12th June 2019 Dr. V. Shyamala Susan, Assistant Professor of Computer Science addressed the faculty on “How to Document Activities using Google Forms”, a session by Dr. J. Clara Jeyageetha, Assistant Professor of Chemistry on “Preparation for NIRF” was held on 13th June, 2019. The session on “How to Enhance Library Usage” by Dr. R. Samundeswari, Assistant Professor of Commerce on 14th June, 2019. On 15th June, 2019, the teaching faculty had an engaging session on “Publications & Search Engines” by Dr. D. Shanmuga Priya, Assistant Professor of Chemistry.

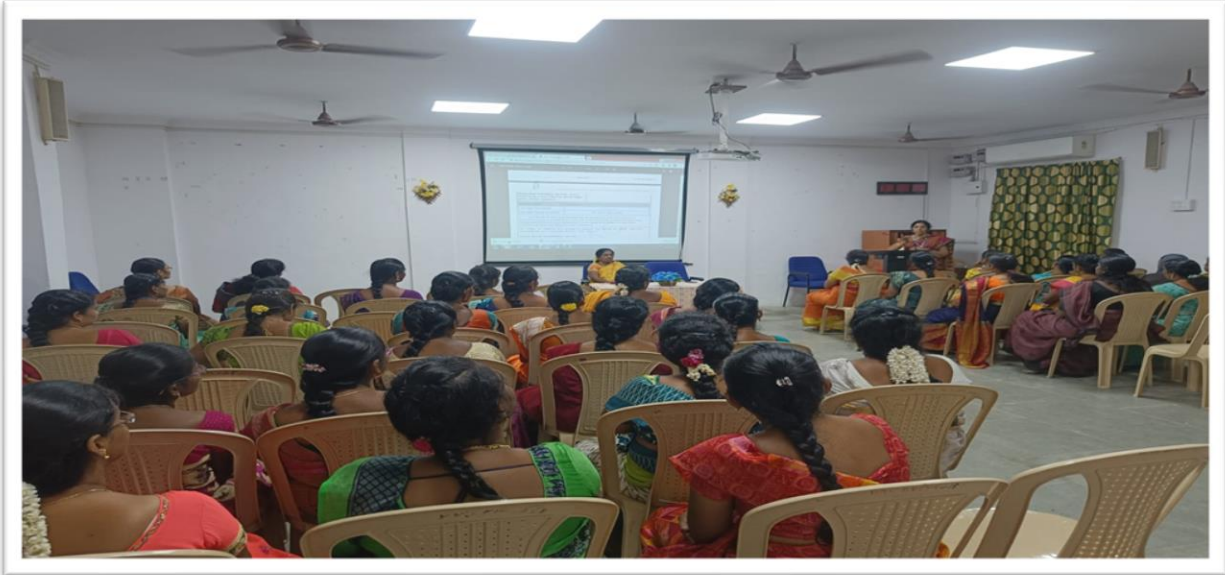
The FDP served as an eye-opener to various nuances of putting technology to right and effective use and enhancing the teaching experience. The members of IQAC had made the necessary arrangements.

*N. Manafumoli***PRINCIPAL****PRINCIPAL****A.P.C. Mahalaxmi College For Women
TUTICORIN - 2.**

Photos



Photos



Sample Certificate



Professional Development Programme on Preparation for NIRF**Circular**

A.P.C. MAHALAXMI COLLEGE FOR WOMEN, THOOTHUKUDI

The Internal Quality Assurance Cell

Date: 10.06.2019

Circular

We are pleased to inform you that Internal Quality Assurance Cell will be conducting a Faculty Development Programme (FDP) for all non-teaching staff members for four days from 12.06.2019 - 16.06.2019. We look forward to your active participation in this programme.

N. Manafurath
PRINCIPAL

PRINCIPAL
A.P.C. Mahalaxmi College For Women
TUTICORIN - 2.

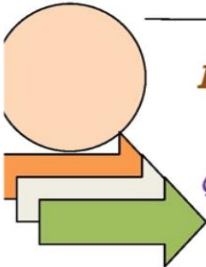
Invitation



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INTERNAL QUALITY ASSURANCE CELL (IQAC)

Organizes a

PROFESSIONAL DEVELOPMENT PROGRAMME

on

PREPARATION FOR NIRF

RESOURCE PERSONS

Day 1: Understanding NIRF

Dr. V. Maheswari

Assistant Professor of Mathematics
A.P.C. Mahalaxmi College for Women
Thoothukudi

Day 2: Preparation of NIRF Data

Dr. V. Shyamala Susan

Assistant Professor of Computer Science
A.P.C. Mahalaxmi College for Women
Thoothukudi

Day 3: Data Collection & Documentation

Dr. T. Lilly Golda

Assistant Professor of English
A.P.C. Mahalaxmi College for Women
Thoothukudi

*Day 4: Collaborating Strategies between
Teaching & Non Teaching Faculty for NIRF*

Dr. K. Bala Deepa Arasi

Assistant Professor of Mathematics
A.P.C. Mahalaxmi College for Women
Thoothukudi

Day 5: How to Achieve Excellence in NIRF

Dr. R. Samundeswari

Assistant Professor of Commerce
A.P.C. Mahalaxmi College for Women
Thoothukudi

PRINCIPAL

Dr. N. Meenakumari

Date: 24th to 28th June, 2019

Report



A.P.C. MAHALAXMI COLLEGE FOR WOMEN, THOOTHUKUDI

Four days Faculty Development Programme

Organized by

The Internal Quality Assurance Cell

FDP Report

The IQAC of A.P.C. Mahalaxmi College for Women, Thoothukudi, Tamil Nadu organized a four days FDP on Preparation for NIRF conducted for the newly recruited non-teaching staff members. The training programme commenced on 12th June 2019 and concluded on 16th June 2019.

Objectives: The primary objectives of the training programme were as follows:

- ❖ To provide an understanding of the NIRF ranking parameters and criteria.
- ❖ To familiarize non-teaching staff with their role in data collection and documentation.
- ❖ To enhance awareness of the significance of non-teaching staff in institutional rankings.
- ❖ To encourage a collaborative approach towards NIRF preparation.

Resource Persons:

- ❖ Dr. V. Maheswari, Asst Prof of Mathematics & NIRF Committee, A.P.C. Mahalaxmi college for women, Thoothukudi
- ❖ Dr. V. Shyamal Susan, Asst. Prof. of Computer Science, A.P.C. Mahalaxmi college for women, Thoothukudi
- ❖ Dr. T. Lilly Golda, Asst Prof of English & IQAC Coordinator, A.P.C. Mahalaxmi college for women, Thoothukudi
- ❖ Dr. R. Radha, Asst Prof of Mathematics, A.P.C. Mahalaxmi college for women, Thoothukudi
- ❖ Dr. K. Bala Deepa Arasi, Asst Prof of Mathematics, A.P.C. Mahalaxmi college for women, Thoothukudi

Report

Training Methodology: The training programme employed a combination of theoretical sessions, hands-on practical exercises, and interactive group activities. Dr. R. Radha, Dr. T. Lilly Golda, Dr. V. Maheswari and Mrs. Dr. K. Bala Deepa Arasi, the resource persons, demonstrated expertise and proficiency in delivering the training content effectively. They provided clear explanations, answered participants' queries, and encouraged active participation throughout the sessions.

Training Highlights:

1. Theoretical Sessions: Participants received in-depth theoretical knowledge regarding NIRF. Topics covered included NIRF its parameters, data collection and documentation, quality Assurance and institutional Contributions.
2. Practical Exercises: Participants actively engaged in hands-on practical exercises to reinforce their understanding of the concepts taught. They had the opportunity to apply their newly acquired skills using computers and software applications.
3. Assessments: Regular assessments were conducted to gauge participants' progress and understanding. These assessments allowed trainers to identify areas of improvement and provide targeted support and guidance.

Outcomes and Impact:

- ❖ Improved understanding of NIRF parameters and criteria.
- ❖ Enhanced skills in data collection and documentation.
- ❖ Increased awareness of the contribution of non-teaching staff to institutional rankings.
- ❖ Development of collaborative strategies between teaching and non-teaching staff for NIRF preparation.

Conclusion: The Five-Day Faculty Development Programme tailored for non-teaching staff on "Preparation for NIRF" successfully achieved its objectives. The acquired knowledge and skills are expected to contribute significantly to the collective efforts of the institution towards improved NIRF rankings.

This report serves as a comprehensive overview of the FDP, highlighting its structure, outcomes, and the positive impact on non-teaching faculty members

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TUTICORIN - 2.

Photos



Photos



Sample Certificate

