

#### KG COLLEGE OF ARTS AND SCIENCE Affiliated to Bharathiar University Accredited by NAAC ISO 9001:2015 Certified Institution KGiSL Campus, Coimbatore – 641 035

# **Criterion 6: Governance, Leadership and Management**

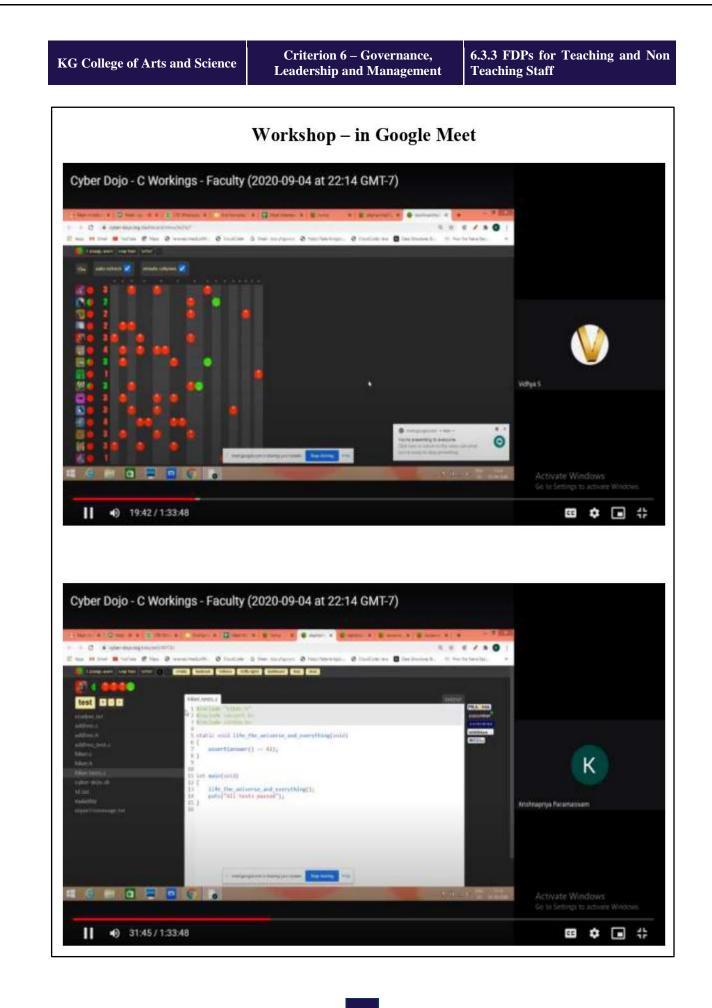
# **Key Indicator 6.3 : Faculty Empowerment Strategies**

Supporting Documents - Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP)

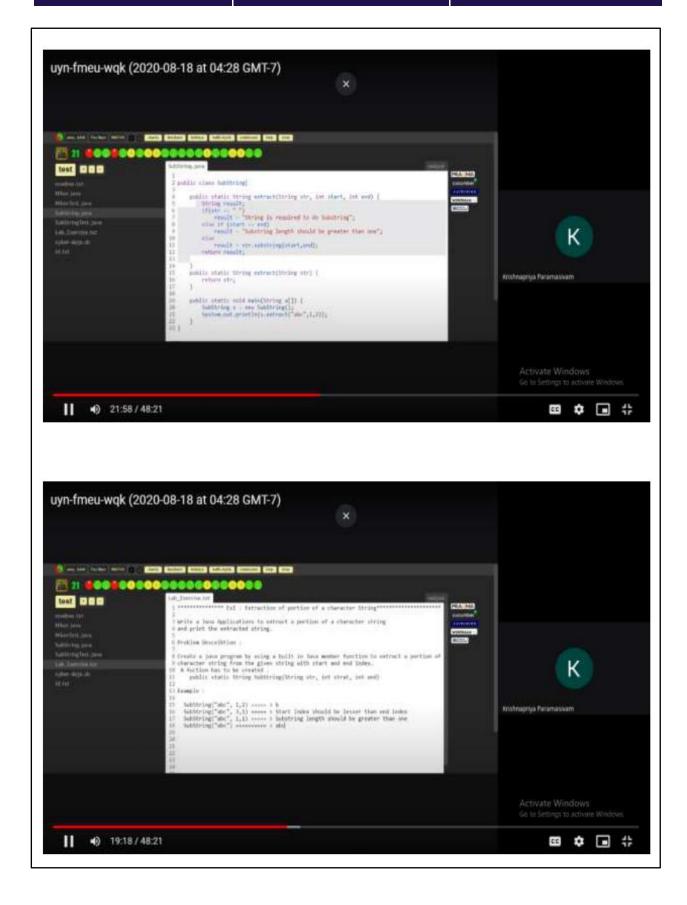
# Academic Year 2020-21



		List of Participants	E						
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18-08-2020 & 04-09-2020									
S. No	Name	Department	Employee id						
1.	Dr. P. Krishnapriya	Software Systems	902033						
2.	Dr. S. Vidhya	Information Technology	901094						
3.	Ms. V. Sathyavathy		900823						
4.	Ms. A. Lavanya		901703						
5.	Ms. P. R. Pameelarani	Computer Technology	901476						
6.	Dr. G. Yashodha 902031								
7.	Ms.N.Sowndharya		902189						
8.	Ms. A. Gokilavani		900283						
9.	Ms. R. Sarala		901109						
10.	Ms. D. Sasirega		900276						
11.	Dr. Paramasivam	Computer Science	902123						
12.	Ms. J. Poornimha		900824						
13.	Ms. Ashwanandhini		901261						
14.	Ms. Hemalatha		902401						
15.	Ms. M. Usha		901093						
16.	Ms. L. Padmavathy		902141						
17.	Mr. P. Sureshkumar	Information Technology	900837						
18.	Ms. Vijaya		902194						
19.	Mr. Boopalan		900691						
20.	Ms. Romela		902408						
21.	Ms. Priyadharshini	Computer Applications	900225						
22.	Ms. Nithiya	Computer Applications	902298						
23.	Ms. Jeyarani		902182						
24.	Ms. Faritha Banu		902402						
25.	Dr. P. Ajitha		901635						
26.	Mr. Arulselvan	Cofficience Cristiania	902030						
27.	Dr. V. V. Gomathi	Software Systems	902416						
28.	Ms.K. Gomathi		902188						

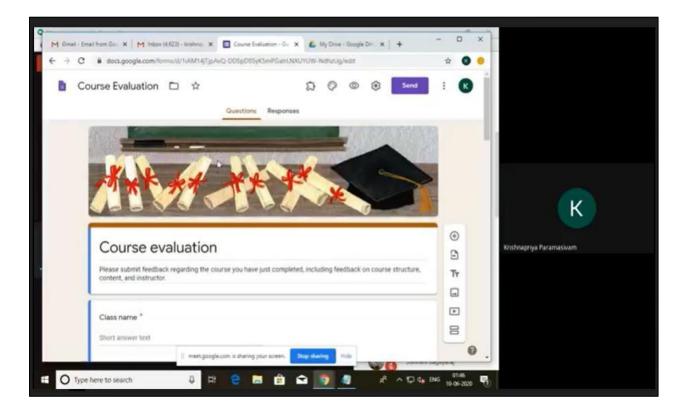


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Criterion 6 – Governance, Leadership and Management 6.3.3 FDPs for Teaching and Non Teaching Staff



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#### Report on Online Faculty Development Programme on "ICT Tools for Online Teaching"

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- Mail				Faculty Development Programme on 12/08/2020 - reg.		€ 2
□ ☆ © ▷	Inbox Starred Snoozed Sent	159	*	IQAC, KGCAS <iqac@kgcas.com> to allkgcas ▼ Dear faculty members, Greetings from Internal Quality Assurance Cell, KGCAS.</iqac@kgcas.com>		Tue, Aug 11, 2020, 4:31 PM 🧏 🦘 🏾 🗄
D ~	Drafts More	32		IQAC is going to organise an online Faculty Development Programme on "ICI programme details for your reference. All the faculty members are requested to Date : 12/08/2020 Timing : 2.00 pm - 3.30 pm Resource Person : Mr.Gregory Manoj, Senior Manager, Allsec Technologies, Ch Google meet link : <u>https://meet.google.com/ehw-pnxs-gem</u>	attend the progr	-
Cha	t	+		Thank you. Regards,		
Spai		+		Director - IQAC		

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**Report on Faculty Development Programme on NAAC Accreditation Framework** 



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KG	College	of Arts	and	Science
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Criterion 6 – Governance, Leadership and Management 6.3.3 FDPs for Teaching and Non Teaching Staff



#### KG COLLEGE OF ARTS AND SCIENCE Affiliated to Bharathiar University Accredited by NAAC ISO 9001:2015 Certified Institution KGiSL Campus, Coimbatore – 641 035

#### Report on Hands on Training on Written and Oral communication Skill for Non-Teaching Staff

## **Course Objective:**

To improve the oral and written communication of non-teaching staff

#### **Syllabus:**

Title	Content	Duration
Basics of	Subject and verb agreement	1 hour
English	Types of sentences.	1 hour
	Direct and Indirect speech.	2 hours
	Active and passive voice	1 hour
Drafting of letters	Usual problems met in the communication and how to solve them	1 hour
	Official Letter Writing	2 hours
	Training to draft letters of importance	1 hour
	Drafting of various letters usually dealt with	1 hour
	Total Hours	10

## **Course Outcome:**

## At the end of this course, learners will be able to:

- $\hfill\square$  Understand the basics of English communication
- $\hfill\square$  Draft various official letters with ease
- □ Communicate with others effectively

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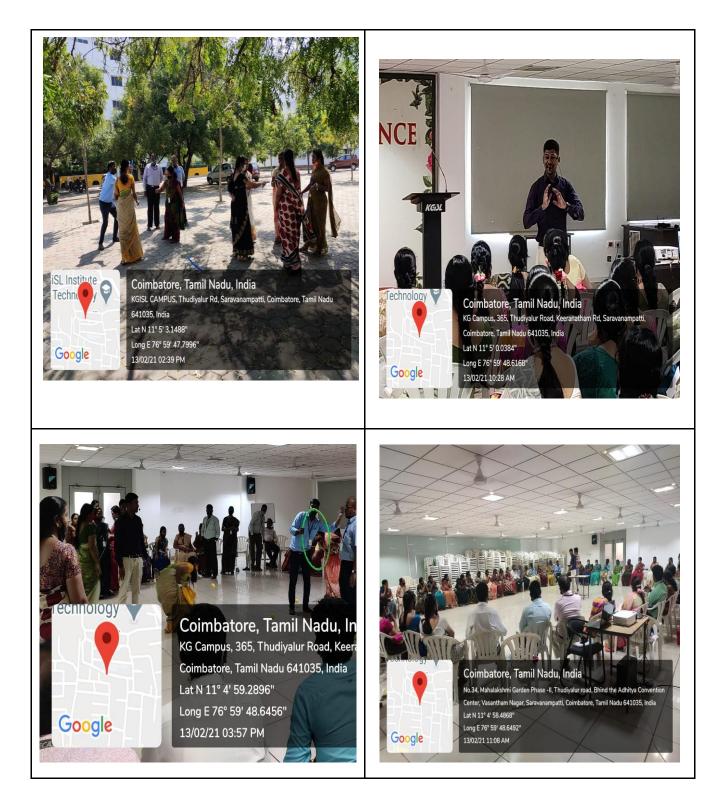
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	Coimbatore										
					idance Sheet						
_					ve Training F		- Non-Teach	ing Staff			
	Hands on Training on Written and Oral Communication skill for Non-Teaching Staff										
S.No.	Name of the Participants 02-08-2921 02-09-2021 02-10-2021 02-11-2021 02-12-2021 02-12-2021 02-13-2021 02-13-2021 02-15-2										12-18-2021
1	Dr. JAGADESWARI G	and	and .	11	Promon	Maria	e port	e blau	1 prace	e fre	(June)
2	Dr. POOVALINGAM L	Juscon	John	Jugar	fige	Jog-	porton .	John	Jog-	mg.	Jean
3	Dr.KAVITHA.S	Talk	state	The	Tab	Bart	Bart	Stuff	Think	Stratt	B. H
4	Mr.BALAKRISHNAN.A	and	84/	340	85	300	82/	800/	835	200 /	He
5	Mr.KARTHIK A	268	reig	755	Arit	seit	Jog	arg	Zif	Jege .	god
6	Dr. SUGANYA M	fund	buy	Juij	Juy,	huf.	Jury.	tury	Fur	Just	first
7	Mrs. SANGEETHA G	G. Sarl	G. Sal	Gsal	Gean	G. And	G. San	Geland	Gerand	G. Jay	G.Sanf
8	Mrs. JEBACHRISTY A	glyng	Sch	JUNY	Imp	Skylig	Hyli	Agy	Jurki	thigh	Them
9	Mr. GANAPATHY K	1 Au	agent	Qu	Qu	Gu	Gu	Gu	Gue	Gen	Gui
10	Mrs.JAYASHREE.R	Jan Y	for	July	Joyer	Jay	87	And I	Jan 1	X	XI
11	Mr.KAMALAKANNAN M	line	Kul	hus	hul	Kuf	Kul.	Kul	hit	hit	Ry
12	Mr. VENKATESH V	lenk	Jere	Vente	yent	Jene	Dente	lenue	lene	Contraction of the second s	Kent
13	Mr. GOPALKRISHNAN R	chur.	Ghu!	Gm.	Getur.	Ghm	Com.	Gibm.	Ghu.	Gim	Gifer.
14	Mr. JEGADHESHAN C	ff	K	H	18	15	15	JF -	Ar	de la	18
15	Mr. PRABHU P	Ret	pl	De	hu	ful	the	hut	hir	Une	he
16	Mr. BHARANIALANKAR S R	Rhai	phoni	Bhari	3 an	glar	Bari	Bhai	Bai	Blow	foi
17	Mr. THAVAMANIAN.M	y. ony.	NJ. Juy	Ng Jug	M. Out	My. Org.	Mony	M. 014	M OM	14.0mg	M. Ohy-
18	Mrs. DIVYAPRINCESS S	6.prf	6:04	5:0-17	5:12-1	6.p-17	Sprit	504	h. Ary	6777	hit
19	Mrs.PRIYA.R	Ree	ZRA'	2P2	24	249	KQ.	1492	HE.	R49	2PE
20	Mrs, JOHNSHI S	jut	sit	24	2.	11	XI	At	27	17	As
21	Mr. RAATHNAPRANAV VK	gopt 1	anter !	Jupp	J. And	30ph	3th	anti-	dupa-	dupit	State
22	Mr. SUNDARAMOORTHY M	Missony	M. Sindy	U		M. solf	nisny	M. Sunia	Mitter	M snaf	NSundal
24	Mrs. JEYAM K	K. Suy-	K. Suy-	12. Juy-	ll. Juy-	K. Sy-	K. Juy-	K. hy-	le. dry-	U.hy-	le.hy-
24	Mr. KASIVISWANATHAN N	N Kasa	NLasi	May	NOJ.	N. Josi	N.)Losi	NHOW	applet	NULASK	NUM

KG College of Arts and Science	Criterion 6 – Governance, Leadership and Management	6.3.3 FDPs for Teaching and Non Teaching Staff
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# **Report on Faculty Outbound Training**

			Ok noted with thanks.
Mai			On Wed, 10 Feb, 2021, 4:47 pm Sarojini Rangasamy, < <u>sarojini@kgkite.ac.in</u> > wrote:
			Dear Ma'am,
	Inbox	3	The second second second second second
☆	Starred		I am writing with reference to our conversation about Faculty Outbound Training. Please find the below program details:
	Oneered		Date:
0	Snoozed		13th Feb 2021 - Science Faculty
⊳	Sent		15th Feb 2021 - Arts Faculty
n	Droffo	47	Time: 9:30 AM - 4:00 PM
	Drafts	15	
V	More		Venue: 3rd Floor Auditorium, KGCAS B Block
			Program Overview:
			It is a 6-hour, activity based training program that helps the participants to understand the important skills like communication, teamwork and collaboration, leading innovation, providing
			feedback, emotional intelligence, etc
			Trainer Profile:
Cha	ıt	+	Karunai Prakash is a Mechanical Engineer by education and a professional trainer by choice and passion. He is a certified NLP practitioner (Neuro Linguistic Programming - The Science of
			Excellence) from IIPE (International Institute for Professional Excellence, Canada. He is a Certified Professional Trainer in Design and Facilitation of Experiential Learning from IIPE, Canada.
			Thanks & Regards,
			Sarojini Rangasamy
	Y		Manager - Corporate Relations
	No conversations		KGiSL Educational Institutions
	Start a chat		Coimbatore
			Mobile: 9443312906   Phone : +91 422 441 9999
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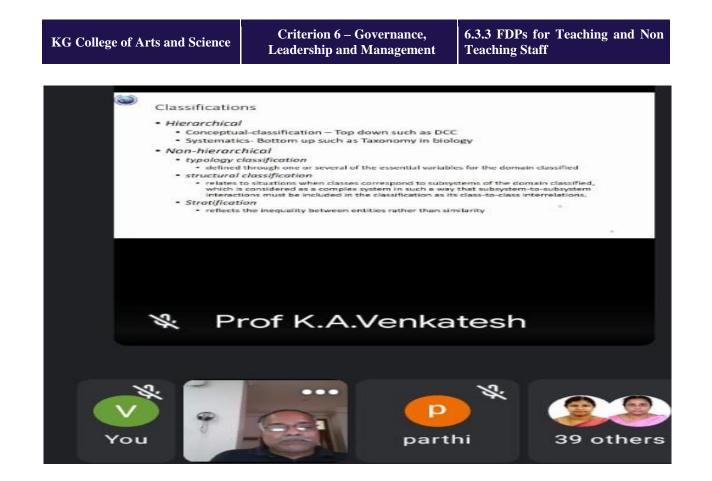




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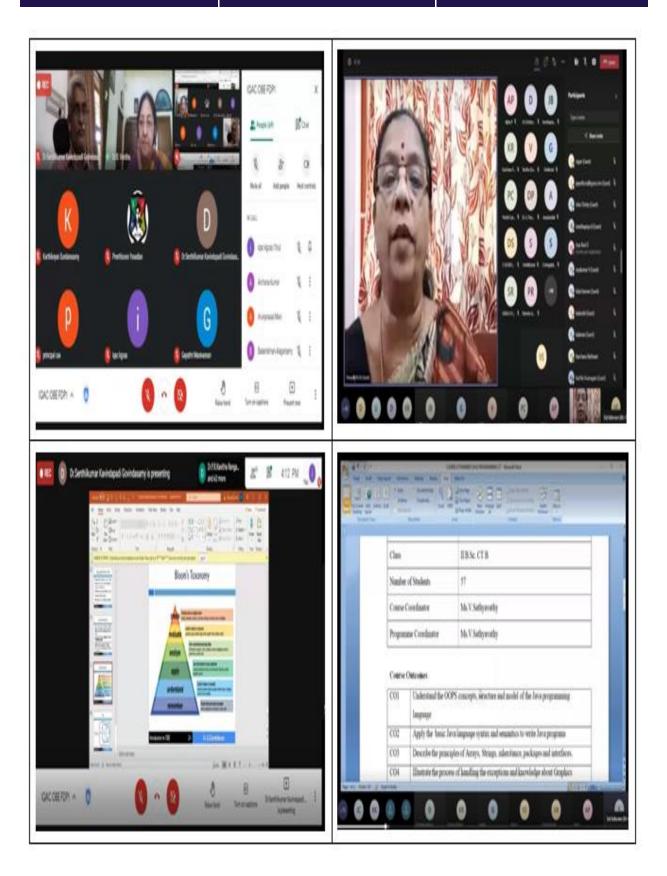
SESSION NO	DATE & TIME	TOPIC NAME	RESOURCE PERSON				
I	22.03.2021 (2.00 P.M.)	INAUGURATION	Welcome Address: Mrs. A. <u>Gokilavani</u> , Head, CS Inaugural Address: Dr. P. <u>Ajitha</u> , Dean - Science Presidential Address: Dr. J. <u>Rathinamala</u> , Principal Chief Guest Introduction: <u>Mrs. G. Priyadarshini</u> , AP, BCA				
	22.03.2021 (2:30 P.M 3:30 P.M.)	Cyber Security	<u>Mr.Aravind Prem</u> Krishnan, Senior Manager, Information Security,HCL Technologies, Chennai.				
π	AA 0A A0A1		Chief Guest Introduction: Mrs. D. Sasirega, AP, CS				
Π	23.03.2021 (2:30 P.M 3:30 P.M.)	Visual Analytics & Mining	Dr. A. Bhuvaneshwari, Assistant Professor, Department of Computer Applications, PSG College of Technology, Coimbatore.				
Ш	24.03.2021 (2:30 P.M. – 3:30 P.M.)	Computer Workstation Ergonomics	Chief Guest Introduction: Dr. <u>Maharsan</u> , K. S, AP, BCA Dr. M. Wilson Kumar, Assistant Professor, Department of Mechanical Engineering, <u>Karunya</u> Institute of Technology & Sciences, Coimbatore. Dr. <u>Mona Sahu</u> , Assistant Professor, Department of Mechanical Engineering, <u>Karunya</u> Institute of Technology & Sciences, Coimbatore.				
TV	25 02 2021		Chief Guest Introduction: Mrs. J. Gayathri, AP, BCA				
IV	25.03.2021 (2:30 P.M 3:30 P.M.)	AI & ML: Clustering Techniques	Dr. K. A. <u>Venkatesh</u> , Professor of Math & Computer Science, MIIT, Myanmar				
	A.C. 04 4041		Chief Guest Introduction: Mrs. R. Sarala, AP, CS				
v	26.03.2021 (2:30 P.M 3:30 P.M.)	Wireless Sensor Networks	Dr. K. Kumaravel, Professor & Principal, <u>Kongu</u> College of Arts andScience, Karur.				
	26.03.2021 (3:30 P.M 3:55 P.M.)	Valedictory	Dr. S. <u>Vidhya</u> , Director-IQAC				
	26.03.2021 (3:55 P.M 4:00 P.M.)	Vote of Thanks	Mr. S. <u>Boopalan</u> , Head, BCA				





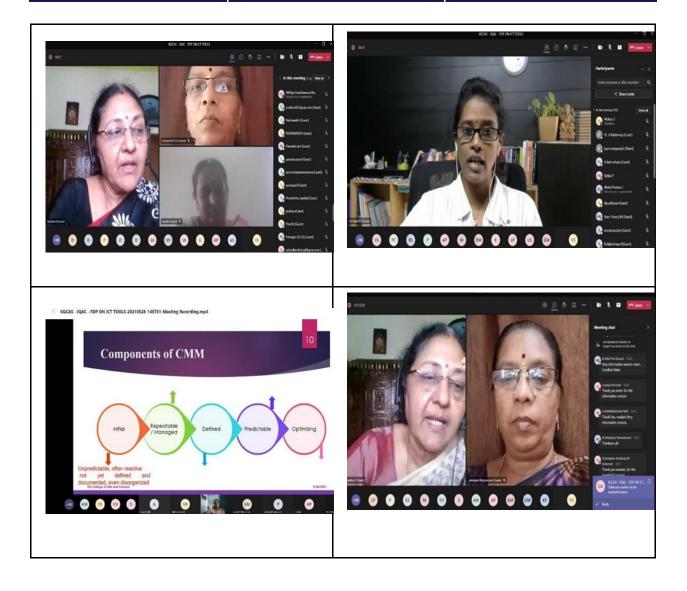


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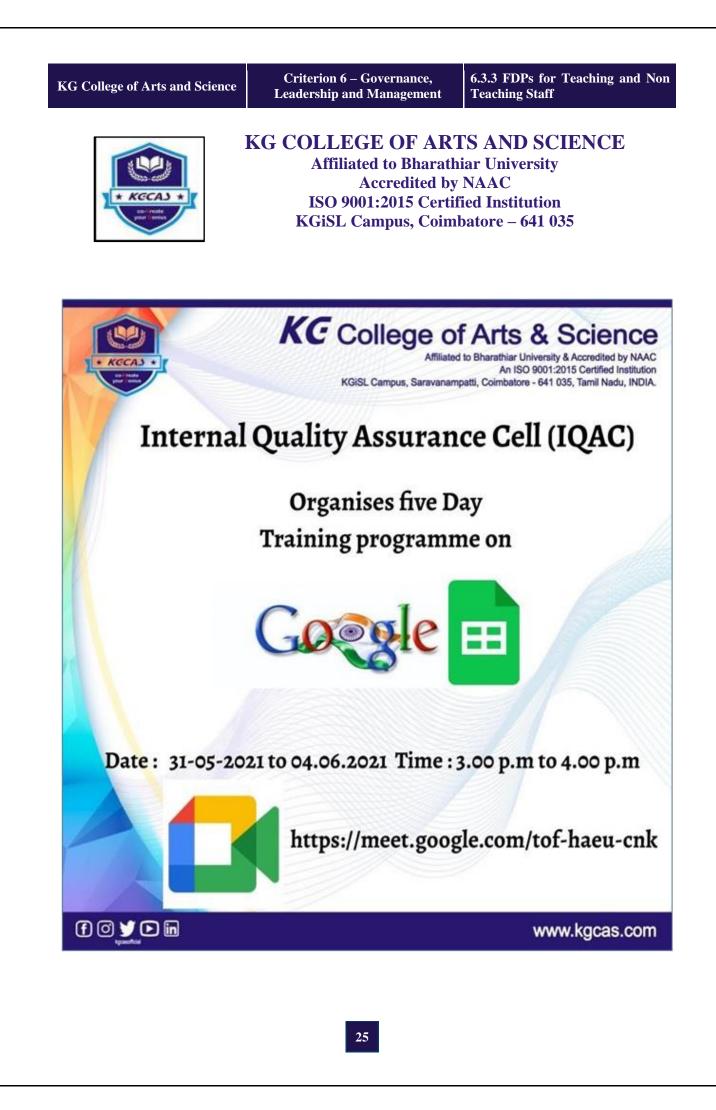
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			Percen	tage of	faculty	memb					
Resource Persons	The session met my expectations					The presenter was clear and informative				and	Notable remarks
	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	
Dr.M.Savithri	61	39	-	-	-	62	38	-	-	-	Very Informative     Nice Presentation
Dr P. Manikandanprabhu	72	28	-		-	73	27	-	-	-	<ul><li>Nice presentation</li><li>Good technical session</li></ul>
<u>Dr Marrynal</u> S Eastaff	74	25	1		-	77	22	1	-	-	<ul><li>Very good demonstration</li><li>Informative Session</li></ul>
Dr.V.G.Rani	75	24	1	-	-	79	20	1	-		<ul> <li>Very Nice &amp; Clear presentation.</li> <li>Demo class is excellent</li> <li>Conduct the FDP like this which will help for our online teaching learning process.</li> </ul>
Dr.P.Krishnapriya	68	30	2		-	76	23	1	-		<ul> <li>The entire session was nice</li> <li>Very interesting session and it's useful</li> <li>Live demo of CMM is missing</li> </ul>



Criterion 6 – Governance, Leadership and Management 6.3.3 FDPs for Teaching and Non Teaching Staff

#### Report on five-day Training Programme on "Google Sheets"

