

**J.A.T. Arts, Science and Commerce College (for Women),
Malegaon**

Affiliated to Savitribai Phule Pune University, Pune

Report of the Five-Day Faculty Development Program (FDP)

Held from **13/01/2021** to **18/01/2021**

Day One (13/01/2021)

Plenary Session:

Name of the Event	: Inauguration of the Faculty
Title	Development Program : <i>“Quality Enhancement and Sustenance as per NAAC Guidelines”</i>
Date & Time	: 13/01/2021 (Wednesday), 10:00 am
Venue	: Seminar Hall (Hall No. 4)
Anchoring	: Prof. MunawwarAhemad A.
Nomination of the President	: Dr. AadilAjij Momin
Introduction& felicitation of the dignitaries	: Dr. Salma Ab. Sattar
Inauguration by	:Dr. Ansari Md. Haroon Md. Ramzan (Principal)
Aims and Objectives	: Dr. Md. Ismail Md. Ibrahim
Speech by the Chief Guest	:Prof. Ateeque Wasey Management Coordinator
Presidential Speech	: Dr. Ansari Md. Haroon Md. Ramzan (Principal)
Vote of thanks by	: Dr. YahyakhanaAmirkhan Pathan

DAY ONE (13/01/2021)



Dr. Rizwana Hamdani speaker of the first session

Topic of the
(Teaching Learning and Evaluation)

First Session:

Time:

11:30 am to 01:00 pm

Speaker:

Dr. Hamdani Rizwana

Designation:

Assistant Professor

Institute of the Speaker:

GDBA City College of Arts, Science and Commerce
College, Malegaon

Department:

Economics

Topic of the Speech:

Criterion II (Teaching Learning and Evaluation)

Main points Covered:

- 1) Courses for advanced learner and slow learner.
- 2) Special programmes for advanced learners.
- 3) Student centric methods like experiential learning, participative learning, and problem solving methodology.
- 4) Transparent and robust internal assessment.
- 5) Internal-External Exam related grievances.

Conclusion:

She concluded her session with a quotation by Benjamin Fanklin "*You tell me and I forget, teach me, I may remember, involve me and I learn*"

Vote of Thanks by:

Prof. MunawwarAhemad



Dr. Salma Ab. Sattarspeaker of the second session



Topic of the speech Log Book

Second Session:

Time:

01: 00 pm to 02:00 pm

Speaker:

Dr. Salma Abdul Sattar

Designation:

Assistant Professor

Institute of the Speaker:

J.A.T. Arts, Science and Commerce College
(for Women)

Department:

Political Science

Topic of the Speech:

Log Book

Main points Covered:

- 1) Importance of Log Book for keeping all the essential data for daily use in teaching and learning.
- 2) How Log Book is a single source for maintaining data of daily implementation of curriculum, teaching plan, time table, curricular, co-curricular and extra-curricular activities.
- 3) It can be relevantly useful for preparing AQAR as well as SSR.

Vote of Thanks by:

Prof. MunawwarAhemad

DAY TWO (14/01/2021)



Prof. Faizee Razez speaker of the first session



Topic of the speech E-Content development

First Session:

Time:

10 to 11 am

Speaker:

Prof. Faizee Razez Anwar

Institute:

J.A.T. Arts, Science and Commerce College
(for Women), Malegaon.

Department:

Computer Science

Topic of the Speech:

E-Content development

Main points Covered:

- 1) He practically demonstrated how to create and develop e-content for effective use of ICT in data preservation.
- 2) He explained the whole process of using Google form to conduct Continuous Internal Evaluation.
- 3) He covered all the metrics in which e-content development is mentioned.
- 4) He emphasized that all the data of the college must be in soft form and duly uploaded on the Google Drive.
- 5) He also shared how to upload all the required data on college website.

Vote of Thanks by:

Prof. Munawwar Ahmad



Second Session:

Time:

11 to 12 noon

Speaker:

Dr. Muhammed Mujahid Khan Nadvi

Institute:

Maharashtra College of Arts, Science and Commerce
College, Byculla, Mumbai.

Department:

Department of Arabic and Islamic Studies

Topic of the Speech:
of the second session

Dr. Muhammed Mujahid Khan speaker
Topic of the speech Criterion III
Criterion III (Research, Innovations and Extension)

Main points Covered:

- 1) He one by one covered all the metrics of the Criterion III.
- 2) He explained about Research Papers and books with respect to ISSN and ISBN numbers. In addition to this he gave so many practical tips to develop research work in the college.
- 3) He emphasized the importance and role of extension activities in the new NAAC format.
- 4) He explained different types of extension activities, like poster competition, rallies, community services etc.

Vote of Thanks by:

Dr. Pathan Yahyakhana Amirkhan



Prof. Munawwar Ahemad speaker of the third session

Topic of the required do

Third Session:

Time:

12:00 to 01:00 pm

Speaker:

Prof. Munawwar Ahemad Anwarulhuque

Institute:

J.A.T. Arts, Science and Commerce College
(for Women) Malegaon.

Department:

Department of English

Topic of the Speech:

Criterion 1 and its required documents

Main points Covered:

- 1) First Criterion is about Curriculum therefore all the documents and data must be relevant to Curriculum only.
- 2) This Criterion is of 100 weightage in which 3 qualitative metrics are of 25 marks and 8 quantitative metrics are of 75 marks.
- 3) Time-table, Teaching plan, Attendance Record, Remedial Classes, Certificate Courses, Add-on Courses, Bridge Courses, Departmental Meetings, Learning Outcomes, Teaching-Learning Resources, Question Banks, Log Book are the required data to be maintained to support the Qualitative Metrics which will be checked by the Peer Team on site.
- 4) Maintaining the CBCS and Elective Courses data on the college Website.

Vote of Thanks by:

Dr. Aadil Ajij Momin

DAY THREE (15/01/2021)



Dr. Aadil Momin speaker of the first session



Topic of the speech Criterion-II

First Session:

Time:

10:00 to 11:00 am

Speaker:

Dr. Aadil Ajij Momin

Institute:

J.A.T. Arts, Science and Commerce College
(for Women) Malegaon

Department:

Department of Chemistry

Topic of the Speech:

Criterion II (Teaching Learning and Evaluation)

Main points Covered:

- 1) QI M and Qn M along with their respective weightage.
- 2) Different types of teaching-learning like experiential, participative and interactive.
- 3) Workload record must be kept and all works, activities, and assignments should be conducted accordingly.
- 4) Student Satisfaction Survey is very important for the assessment. At least 20% SSS is compulsory and it should be based on Teaching and Learning.

Vote of Thanks by:

Prof. MunawwarAhemad



Prof. Ahire Milind speaker of the second session

Topic o

Second Session:

Time:

11:00 to 12:00 pm

Speaker:

Prof. Ahire Milind

Institute:

MGV Arts, Science and Commerce College, Manmad

Department:

Department of English

Topic of the Speech:

Criterion III (Research, Innovations and Extension)

Main points Covered:

- 1) Standard method of preparing report.
- 2) Research activities must be augmented in the college.
- 3) A seminar should be conducted to make the faculty aware of Research Methodology.
- 4) Funding agencies should be collaborated.

Vote of Thanks by:

Prof. Pathan Mohasin Mahemood Khan



Dr. Pathan Yahyakhon A. Khan
speaker of the third session

Topic of the
Bibliometr

Third Session:

Time:

12:00 to 01:00 pm

Speaker:

Dr. Pathan YahyakhonAmirkhan

Institute:

J.A.T. Arts, Science and Commerce College
(for Women) Malegaon

Department:

Department of Botany

Topic of the Speech:

Criterion III and Bibliometrics

Main points Covered:

- 1) How to log into Google scholar and enter paper to check citation index.
- 2) Elaboration of extension Activities in relation to teachers and students.
- 3) Preparation of MoUdocuments.

Vote of Thanks by:

Dr. Md. Ismail Md. Ibrahim

DAY FOUR (16/01/2021)



Dr. Daptare Surekha speaker of the first Topic of the speech Stress Management session

First Session:

Time:

10:00 to 11:00 am

Speaker:

Dr. Daptare Surekha

Institute:

MGV's SPH Arts, Science and Commerce College,
Nampur

Department:

Physical Director

Topic of the Speech:

Stress Management

Main points Covered:

- 1) Types of Stress like Hypertension, Hypotension, Positive Tension and Negative Tension
- 2) How to reduce stress, cope with it and prevent it?
- 3) Healthy ways of getting relaxed like going to walk, spend time in nature, sweat out tension with a good workout, take a long bath and burn a light-scented candle, curling up with a good book.
- 4) Adopt a healthy lifestyle.

Vote of Thanks by:

Prof. Desale S. K.



Prof. Faizee Razee speaker of the first session



Topic of Speech Use of ICT for Teaching And learning and Record keeping

Second Session:

Time:

11:00 to 12:00

Speaker:

Prof. Faizee Razee Anwar

Institute:

J.A.T. Arts, Science and Commerce College
(for Women), Malegaon.

Department:

Computer Science

Topic of the Speech:

Use of ICT for Teaching-Learning and Record-keeping purposes

Main points Covered:

- 1) ICT has been an inevitable part of teaching and learning.
- 2) Every teacher must use ICT for teaching learning and record keeping purposes.
- 3) Records must electronically be kept safe on different e-resources like college website, Google drive, cloud etc.
- 4) Demonstration of different ICT facilities for saving data online or offline.

Vote of Thanks by:

Prof. MunawwarAhemad



Third Session:

Time: 12:00 to 01:00 pm

Speaker: Dr. Arif Anjum

Institute: MGV's GDBA College of Arts, Science and Commerce, Malegaon City

Department: Department of Commerce

Topic of the Speech: Criterion No. V (Student Support and Progression)

Main points Covered: 1) Capacity building and Skills enhancement initiatives, their level and types

2) Preparing SOP for redressal of students' grievances including sexual harassment and ragging cases

3) Documents for the record of students' progression to higher education

4) Answered all the questions of the faculty on other issues also.

5) Cleared the concept of full-time teacher

6) Concept of Mentor-Mentee

7) Registered Alumni Association

Vote of Thanks by: Prof. MunawwarAhemad

DAY FIVE (18/01/2021)



Prof. Pingle Shrihari Ashok speaker of the second session



Topic of the speech Documentation For preparation SSR

First Session:

Time:

10:00 to 11:00 am

Speaker:

Mr. Pingle Shrihari Ashok

Institute:

Shikshan Prasarak Prasthan's Sangamner Nagarpalika
Arts, D. J. Malpani Commerce and B. N. Sarada
Science College Sangamner
(Autonomous College)

Department:

Department of Zoology

Topic of the Speech:

Documentation for preparing SSR

Main points Covered:

- 1) Difference between Record and Document like documents are changeable and Records are unchangeable
- 2) Ready documents and creating documents
- 3) College website tablets and dropdowns
- 4) Documentation is the most important part of NAAC
- 5) Institutional values
- 6) Environmental Awareness and Sustainability

Vote of Thanks by:

Prof. Munawwar Ahemad



Second Session:

Time:

11:00 to 12:00 pm

Speaker:

Dr. Prashant G. Gadge

Institute:

NKSPT's Arts, Science and Commerce College,
Badnapur Dist. Jalna

Department:

Department of Botany

Topic of the Speech:

Feedback System and its key components

Main points Covered:
Dr. Prashant G. Gadge speaker of the second session

Topic of the speech Feedback system and its key components

stakeholders

1) Feedback forms must be based on curriculum

2) Parents' feedback will be removed from stakeholders

3) Feedback distribution, collection, analysis and action taken report

4) Feedback forms must be kept in record and action taken is compulsorily shown

Vote of Thanks by:

Prof. MunawwarAhemad



Prof. Ansari Abullais Nehal Ahmed
speaker of the third session

Third Session:

Time:

12:00 to 01:00 pm

Speaker:

Prof. Ansari Abullais Nehal Ahmed

Institute:

J.A.T. Arts, Science and Commerce College
(for Women)

Department:

Department of Physics

Topic of the s

Topic of the Speech:

Leadership Qualities

Main points Covered:

- 1) He used the analogy of institute and car
- 2) A teacher should continue to read, grow and

upgrade

- 3) An institute is like a workplace where everyone should work with honesty and integrity

Vote of Thanks by:

Prof. Pathan Mohasin Mahemood Khan



Fourth Session:

Time: 01:00 to 02:00 pm

Speaker: Dr. Md. Ismail Md. Ibrahim
Institute: J.A.T. Arts, Science and Commerce College
of fourth session

Department: Department of Zoology

Topic of the Speech: How to Write Project Proposal

Main points Covered:

- 1) Steps of writing research paper
- 2) Different funding agencies
- 3) Formats of different research proposal

Vote of Thanks by: Prof. MunawwarAhemad

Name of the Event	:FDP Valedictory Function
Date & Time	: 18/01/2021, 2:45p.m.
Venue	: Program Hall (Hall No. 4)
Anchoring	: Prof. MunawwarAhemad A.
Nomination of the President	: Dr. AadilAjij Momin
Introduction& felicitation of the dignitaries	: Dr. Salma Ab. Sattar
Presidential Speech	:Hon'ble Alhaj Ansari Nehal Ahmed Md. Haroon
Speech by the Chief Guest	: Dr. Ansari Md. Haroon Md. Ramzan (Principal)
Feedback from the audience	: 1) Dr. Ansari Fahmeeda M. H. 2) Prof. Mohasin Pathan
Vote of thanks	: Dr. YahyakhanaAmirkhan Pathan

****THE END****