



Criterion : VI - Governance, Leadership and Management

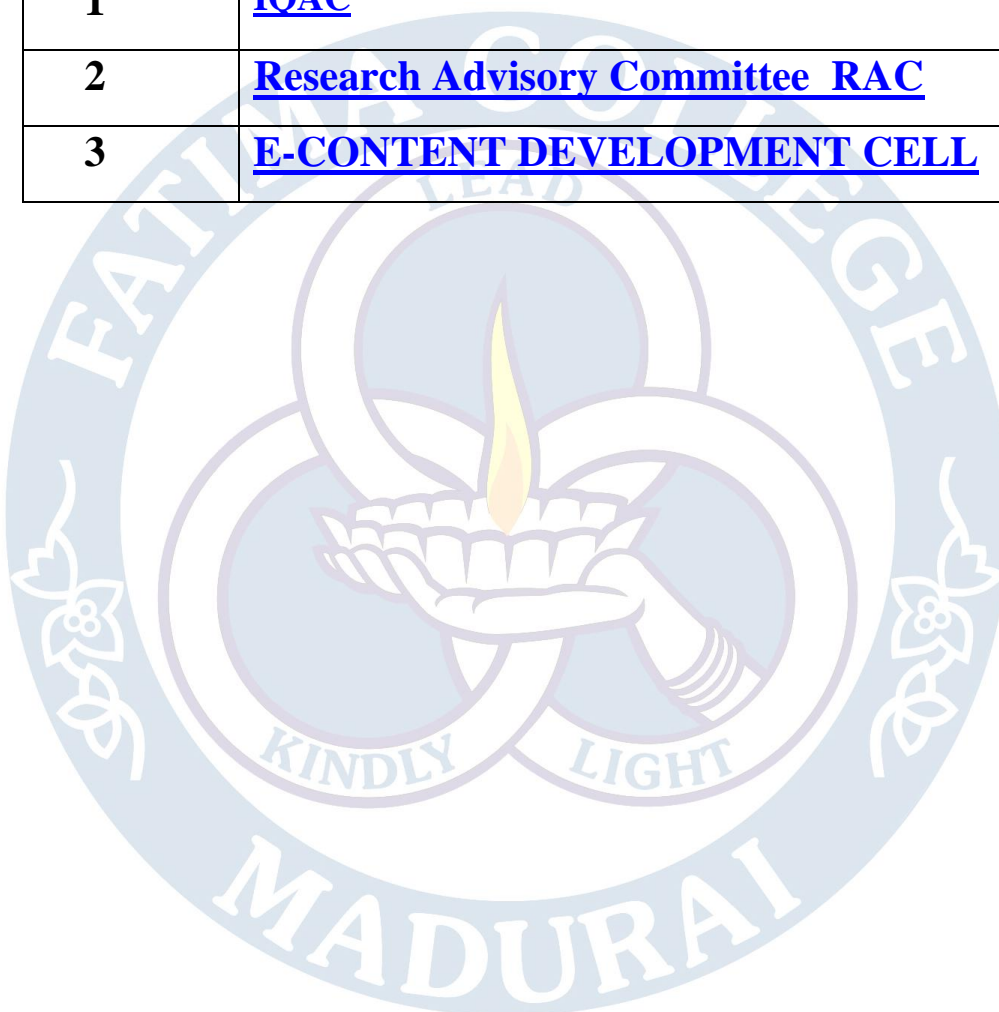
Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



2016 – 2017

| S.NO. | PROFESSIONAL DEVELOPMENT / ADMINISTRATIVE TRAINING PROGRAMS ORGANIZED |
|-------|---|
| 1 | <u>IQAC</u> |
| 2 | <u>Research Advisory Committee RAC</u> |
| 3 | <u>E-CONTENT DEVELOPMENT CELL</u> |





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Year : 2016-2017



FATIMA COLLEGE (AUTONOMOUS), MADURAI - 625018

FACULTY DEVELOPMENT PROGRAMME ON PROFESSIONAL ETHICS FOR TEACHERS

ORGANIZED BY IQAC – JUNE 13 & 14, 2016

REPORT

The Internal Quality Assurance Cell of Fatima College organised a faculty development programme on professional ethics for teachers on June 13 & 14, 2016 between 9.00 am and 4.30 pm in the Jubilee Hall. The distinguished resource persons were Prof. D.A. JeyakarChellaraj, former Head of the Department of Chemistry and Principal of Bishop Heber College, Thiruchirapalli, and Prof. V.K. Boominathan, former Head of the Department of Commerce, Bishop Heber College, Thiruchirapalli.

The day began with the Invocation by the staff choir. Sr. Arul Mary, Assistant Professor, Department of Chemistry read passages from The Bible and Sr. BijiCiriack, Assistant Professor, Department of Zoology led the group in Prayer. Dr.AuxiliaFelcitas, Coordinator of IQAC, welcomed the gathering and introduced the resource persons. The Secretary of the College, Rev. Dr. Francisca Flora, offered her words of appreciations and wishes.

The topic of the first session on 13.06.2016 was “Good to Great”- how teachers could transform themselves in order to mould the learners. Prof. D.A. JeyakarChellaraj began the session by throwing a challenge to the faculty members on how to evolve as ‘great’ teachers by stressing the importance on ethical aspects. The session was indeed an eye-opener to all the staff, especially the newly recruited. At the outset the resource person motivated the staff to enhance themselves in three important domains- personal, professional and interpersonal- which in turn would enable them to become effective teachers.

Prof. D.A. Jeyakar Chellaraj motivated the teachers to channelize their dynamism so that they would be able to cater to the interests and expectations of a group of heterogeneous learners: auditory, visual, audio- visual and tactile learners. The teachers play a vital role in imparting holistic education in order to prepare students face real-life situations.

Hence the teachers need to pay special attention on the three important learning domains: Cognitive, Affective and Psychomotor.

“The destiny of India is shaped inside its classrooms.”

In the light of the afore mentioned quotation by the Kothari Commission, a 4 Ps Model was proposed to help the teachers convert their ‘purposes’ into useful ‘products’ by adhering to strict ‘processes’ so that students become really em‘powered’ to think on their own.



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Prof. V.K. Boominathan, began the next session on “Professional Ethics” by underscoring the significance of a teacher’s attitude which can shape the destiny of the student. His session was informative as it was spiced with many interesting activities and theoretical inputs. He recommended Carl Roger’s Humanistic School of Psychology and explained two important aspects: 1. A conditional positive regard of a teacher will bring about a conditional positive self regard on the part of a student while 2. An unconditional positive regard of a teacher will bring about an unconditional positive self regard on the part of a student. He also enlightened the teachers on the importance of maintaining healthy rapport between teachers and students. He concluded the session by instructing the teachers to equip themselves to meet the eclectic interests of students thereby making the classes lively.

June 14, 2016

The second day began with a quick recap of the previous day’s input. As the forenoon session was titled “Human Values Development Programme”, Prof. D.A. JeyakarChellaraj began with a special emphasis on the express need to cultivate values. He wanted the teachers to understand why and how values ought to be taught within the curriculum structure. By planting the seed of values, a teacher is sure to raise fruitful products among students. He suggested Franklin’s Reality Model and concentrated on the importance of the “principle” window which determines one’s “behaviour” pattern and ultimately fetches the intended “result” that fulfils one’s “needs”. He elaborated on the meaning of values and wanted the teachers to search for principles from the scriptures and social literatures in order to impart the same in their students. He also cited the success stories of great corporate giants like Levis Jeans, Mc Donalds, IBM as illustrations to explain how principle-centred leaders could be nurtured. He also insisted the teachers to incorporate Value Imbibition techniques in classrooms.

The afternoon session was on how to tackle the Behavioural Problems among students. The best remedy proposed by Prof. V.K. Boominathan was to strengthen the bond between the teacher and the student. The secret lies in the teacher’s sincerity to sustain her/ his relationship with the student which

can successfully earn the trust of the student. As the students of twenty first century are becoming emotionally vulnerable, there is a need on the part of the teachers to orient the students to lead a stress-free life. The teachers should be very careful in giving constructive feed back to the students. The evaluations and criticisms should not demoralize the students, but should encourage them with the right understanding of the difference between the good and the bad.



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In the end of the session the teacher participants cheerfully came forward to share their experiences and to give their valuable suggestions. The programme ended with the vote of thanks proposed by Dr.SairaBanu, Associate Professor, Research Centre of English.



Our Secretary Dr. Sr. Fransisca Flora with the Resource Persons Dr.Jeyakar Chellaraj, Retired Principal, Bishop Heber College, Trichy and Dr.Boominathan, Retired Head of the Department of Commerce, Bishop Heber College, Trichy.



Dr.AuxiliaFelcita, Associate Professor, Research Centre of Commerce and Coordinator of IQAC, welcomes the gathering and introduces the Resource Persons



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Dr.Jeyakar Chellaraj's session on the topic "Teaching to Transform" enabled the participants to look at the teaching profession in a new perspective



Dr.Boominathan threw light on the aspect of teaching that can facilitate the movement of the students from dependence to independence and from independence to interdependence.



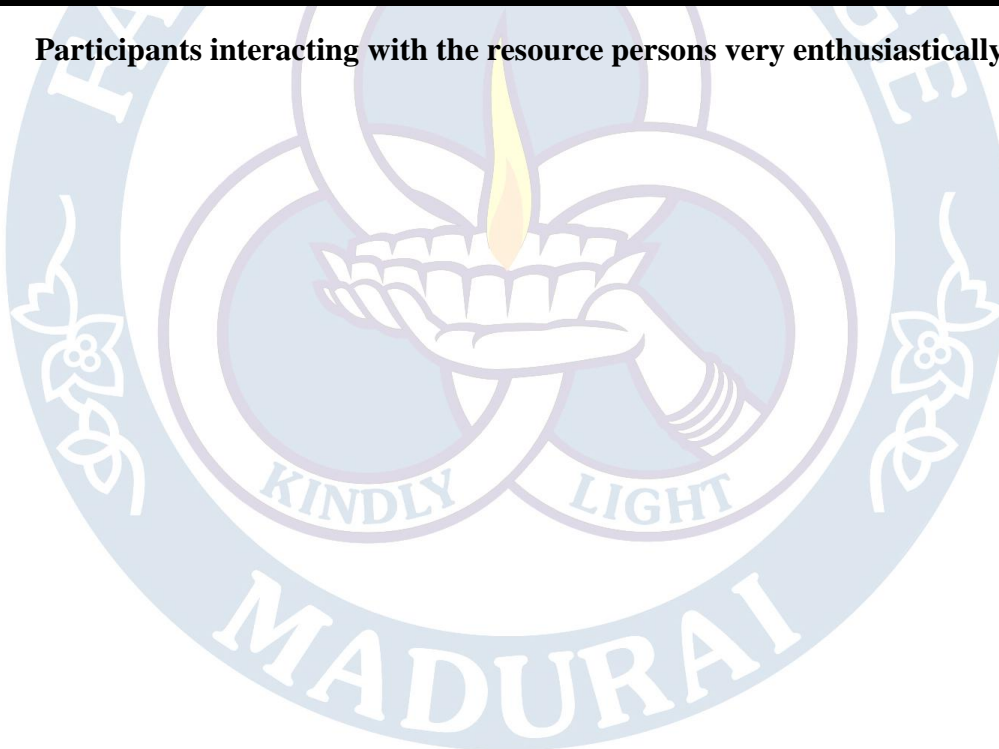
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Participants interacting with the resource persons very enthusiastically





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FATIMA COLLEGE (AUTONOMOUS), MADURAI - 625018

**FACULTY DEVELOPMENT PROGRAMME ON PROFESSIONAL ETHICS FOR
TEACHERS**

ORGANIZED BY IQAC – JUNE 13 & 14, 2016

PROGRAMME SCHEDULE

Resource Persons : Prof. D.A. JeyakarChellaraj,
Former Head,
Department of Chemistry and
Principal of Bishop Heber College,
Thiruchirapalli

Prof. V.K. Boominathan,
Former Head
Department of Commerce
Bishop Heber College,
Thiruchirapalli.

Date : 13.06.2016 & 14.06.2016

Time : 9.00 a.m. – 4.30 p.m.

Venue : Jubilee Hall



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FACULTY DEVELOPMENT PROGRAMME ON PROFESSIONAL ETHICS FOR TEACHERS

ORGANIZED BY IQAC – JUNE 13 & 14, 2016

PARTICIPANTS LIST

Aided Staff:

| S. No. | Name of the Faculty | Designation |
|---------------|--|---------------------------|
| | DEPARTMENT OF TAMIL | |
| 1. | Dr. Mrs. K. Josephine Mary | HOD & Associate Professor |
| 2. | Dr. Mrs. A. Pappy Kamala Bai | Associate Professor |
| 3. | Dr. Mrs. M. Kamala | Associate Professor |
| 4. | Dr. Mrs. K. Latha | Associate Professor |
| 5. | Dr. Mrs. S. Arul Micheal Selvi | Assistant Professor |
| 6. | Dr. Ms. R. Dayana Christy | Assistant Professor |
| 7. | Mrs. G. Revathi | Assistant Professor |
| 8. | Dr. Mrs. R. Angel | Assistant Professor |
| 9. | Dr. Mrs. P. Pappa | Assistant Professor |
| 10. | Dr. Mrs. Loyala Juliet Mary | Assistant Professor |
| 11. | Dr. Mrs. C. Sornamala | Assistant Professor |
| 12. | Mrs. S. A. Suja | Assistant Professor |
| 13. | Dr. Mrs. N. Renuka | Assistant Professor |
| 14. | Dr. Mrs. S. Anbu Rani | Assistant Professor |
| 15. | Mrs. A. Mercy Angela | Assistant Professor |
| 16. | Mrs. D. Annie Maria Jancy | Assistant Professor |
| 17. | Mrs. A. Dev Mala | Assistant Professor |
| | HINDI | |
| 18. | Ms. E. Supriya | Assistant Professor |
| | FRENCH | |
| 19. | Ms. A. Sarpia Rani | Assistant Professor |
| | DEPARTMENT OF ENGLISH | |
| 20. | Dr. Mrs. A. Roselin Mary | HOD & Associate Professor |
| 21. | Mrs. Fernando Delishia | Associate Professor |
| 22. | Dr. Mrs. P. Varaprasadam Christi Shanthi | Associate Professor |



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| | | |
|-----|---------------------------------|---------------------------|
| 23. | Dr. Mrs. S. Saira Banu | Associate Professor |
| 24. | Dr. Mrs. Mary Magdalene Abraham | Associate Professor |
| 25. | Dr. Mrs. S. J. Kala | Associate Professor |
| 26. | Mrs. S. Aarthi | Assistant Professor |
| 27. | Mrs. S. Parvathi | Assistant Professor |
| 28. | Dr. Mrs. R. Saktheswari | Assistant Professor |
| 29. | Ms. A. Deva sudha | Assistant Professor |
| 30. | Dr. Ms. G. Priya | Assistant Professor |
| 31. | Dr. Mrs. R. Saradha | Assistant Professor |
| 32. | Ms. J. Bavithra | Assistant Professor |
| 33. | Ms. B. Charanya | Assistant Professor |
| | DEPARTMENT OF HISTORY | |
| 34. | Dr. Mrs. S. Maria Packiam | HOD & Associate Professor |
| 35. | Mrs. J. Saral Evangeline | Assistant Professor |
| 36. | Dr. Mrs. D. Latha Kumari | Assistant Professor |
| 37. | Dr. Mrs. B. Bala Parameswari | Assistant Professor |
| | DEPARTMENT OF ECONOMICS | |
| 38. | Dr. Mrs. T. V. Anandhi | HOD & Associate Professor |
| 39. | Dr. Mrs. Shobana Nelasco | Associate Professor |
| 40. | Dr. Mrs. M. Regina Mary | Associate Professor |
| 41. | Dr. Miss. G. Uma | Associate Professor |
| 42. | Dr. Mrs. D. Fatima Baby | Associate Professor |
| 43. | Dr. Mrs. S. Ivy Jenio | Associate Professor |
| 44. | Mrs. A. Gracy Rani | Assistant Professor |
| 45. | Dr. Mrs. P. Anita | Assistant Professor |
| 46. | Dr. Mrs. C. Sahaya Mary Sophia | Assistant Professor |
| | DEPARTMENT OF SOCIOLOGY | |
| 47. | Dr. Mrs. M. Meenakumari | HOD & Associate Professor |
| 48. | Mrs. V. Sofia Adikala Mary | Assistant Professor |
| 49. | Dr. Mrs. M. Suganya | Assistant Professor |
| 50. | Ms. J. Sophia Gnanamani | Assistant Professor |



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|-----|----------------------------------|---------------------------|
| | DEPARTMENT OF MATHEMATICS | |
| 51. | Dr. Mrs. S. Rose Mary | HOD & Associate Professor |
| 52. | Mrs. A. Sheela Roselin | Assistant Professor |
| 53. | Dr. Mrs. S. Prasanna Devi | Assistant Professor |
| 54. | Dr. Mrs. J. S. Sathya | Assistant Professor |
| 55. | Ms. C. Jeslyn Sathya | Assistant Professor |
| | DEPARTMENT OF PHYSICS | |
| 56. | Mrs. Mathavi Manisekar | Associate Professor |
| 57. | Mrs. A. Sheela Vimala Rani | Associate Professor |
| 58. | Dr. Mrs. Therese Pushpam | Associate Professor |
| 59. | Dr. Miss. Caroline Sugirtham | Associate Professor |
| 60. | Dr. Mrs. G. Dheva Shantha Kumari | Associate Professor |
| 61. | Mrs. R. Alphonsa Fernando | Associate Professor |
| 62. | Mrs. M.V. Leena Chandra | Assistant Professor |
| 63. | Mrs. I. Jeya Sheela | Assistant Professor |
| 64. | Dr. Mrs. Ancemma Joseph | Assistant Professor |
| 65. | Dr. Mrs. M. Ragam | Assistant Professor |
| | DEPARTMENT OF CHEMISTRY | |
| 66. | Dr. Mrs. S. Selvarani | HOD & Associate Professor |
| 67. | Dr. Mrs. B. Medona | Associate Professor |
| 68. | Dr. Mrs. S. Sukumari | Assistant Professor |
| 69. | Dr. Mrs. A. Rajeswari | Assistant Professor |
| 70. | Dr. Mrs. B. Vinosha | Assistant Professor |
| 71. | Dr. Mrs. B. Suganthana | Assistant Professor |
| 72. | Dr. Sr. J. Arul Mary | Assistant Professor |
| | DEPARTMENT OF ZOOLOGY | |
| 73. | Dr. Mrs. Antony Amala Jeyaseeli | Assistant Professor |
| 74. | Dr. Mrs. N. Malathi | Assistant Professor |
| 75. | Ms. I. Asnet Mary | Assistant Professor |
| 76. | Dr. Sr. Biji Cyriac | Assistant Professor |
| 77. | Ms. J. Thelma | |
| | BOTANY | |



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| | | |
|------|--|---------------------------|
| 78. | Dr. Mrs. V. Bharathy | Assistant Professor |
| | DEPARTMENT OF HOME SCIENCE WITH FOOD BIO-TECHNOLOGY | |
| 79. | Dr. Mrs. R. Latha | Associate Professor |
| 80. | Mrs. S. Shanthi | Assistant Professor |
| 81. | Dr. Mrs. K. Karthiga | Assistant Professor |
| 82. | Mrs. P. Magdalene Virjini | Assistant Professor |
| 83. | Mrs. C. Helen | |
| | DEPARTMENT OF COMPUTER SCIENCE | |
| 84. | Dr. Ms. S. Vidya | HOD & Associate Professor |
| 85. | Mrs. A. Vimala | Associate Professor |
| 86. | Dr. Mrs. S. Arul Jothi | Assistant Professor |
| 87. | Mrs. P. Meenakshi Sundari | Assistant Professor |
| | DEPARTMENT OF COMMERCE | |
| 88. | Dr. Mrs. Jacqueline Giji Vijayakumar | HOD & Associate Professor |
| 89. | Dr. Mrs. B. Sahayarani Fernando | Associate Professor |
| 90. | Dr. Mrs. A. I. Auxilia Felicitas | Associate Professor |
| 91. | Dr. Mrs. T. Jeyanthi Vijaya Rani | Associate Professor |
| 92. | Dr. Mrs. T. Puspa Jothi Indira | Associate Professor |
| 93. | Dr. Mrs. A. Fatima Rosaline Mary | Associate Professor |
| 94. | Dr. Miss. C. Lucia Vanitha | Assistant Professor |
| 95. | Mrs. P. Kalaiselvi | Assistant Professor |
| 96. | Dr. Sr. Bindu Antony | Assistant Professor |
| | Physical Directress | |
| 97. | Dr. Mrs. G. Velankanni Matharasi | Physical Directress |
| | Librarian | |
| 98. | Mrs. C. Sujatha | Librarian |
| | FDGC | |
| 99. | Ms. A. Mabel Esther Paripurna | Assistant Professor |
| 100. | Ms. C. Bhuvaneswari | Assistant Professor |
| | PGDCA | |
| 101. | Ms. J. Arockia Jackuline Jeni | Assistant Professor |
| 102. | Ms. A. Sahaya Anita Mary | Assistant Professor |



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Self Financing Staff:

| S. No. | Name of the Faculty | Designation |
|--------|-------------------------------|---------------------------|
| 103. | Dr. Mrs. P. Uma | Director & HOD |
| 104. | Mrs. P. Jegadeeshwari | Assistant Professor |
| 105. | Dr. Mrs. P. Shymala | Assistant Professor |
| 106. | Mrs. N. Asha | Assistant Professor |
| 107. | Mrs. L. Meena | Assistant Professor |
| 108. | Dr. Mrs. M. Nagarenitha | Assistant Professor |
| 109. | Dr. Mrs. S. Beulah Mabel | Assistant Professor |
| 110. | Mrs. B. Chandirika | Vice Principal |
| 111. | Mrs. S. Mary Helan Felista | Assistant Professor |
| 112. | Mrs. R. Smeeta Mary | Assistant Professor |
| 113. | Mrs. S. Jeba Priya | Assistant Professor |
| 114. | Mrs. R. Meenakshi | Assistant Professor |
| 115. | Mrs. S. Subha | Assistant Professor |
| 116. | Mrs. B. Usha | Assistant Professor |
| 117. | Ms. M. Janani | Assistant Professor |
| 118. | Mrs. S. Amala Devi | Assistant Professor |
| 119. | Mrs. S. Selvarani | Assistant Professor |
| 120. | Dr. Mrs. S.L. Kumari | Associate Professor & HOD |
| 121. | Mrs. A. Rosary Infanta | Assistant Professor |
| 122. | Dr. Mrs. N. Vanitha | Assistant Professor |
| 123. | Mrs. K. Kavipriya | Assistant Professor |
| 124. | Ms. J. Saranya | Assistant Professor |
| 125. | Mrs. P. Nancy Vincentina Mary | Assistant Professor & HOD |
| 126. | Mrs. A. Punitha Roselin | Assistant Professor |
| 127. | Dr. Mrs. G. Preetha | Assistant Professor |
| 128. | Ms. C. Lakshmi | Assistant Professor |
| 129. | Mrs. V. Mageswari | Assistant Professor & HOD |
| 130. | Mrs. T. Leena Premakumari | Assistant Professor |
| 131. | Mrs. T. Charanya Nagammal | Assistant Professor |
| 132. | Ms.V. Jane Varamani Sulekha | Assistant Professor |
| 133. | Dr. Mrs. M. Arasammal | Assistant Professor & HOD |
| 134. | Ms. A. Mable Jasmine Shobha | Assistant Professor |
| 135. | Mrs. K. Sangeetha | Assistant Professor |
| 136. | Mrs. T. K. Latha Maheswari | Assistant Professor |
| 137. | Ms. M. Fanny | Assistant Professor |
| 138. | Ms. K. M. Malini | Assistant Professor |
| 139. | Ms. P. Amali Fatima | Assistant Professor |
| 140. | Ms. S. Sridevi | Assistant Professor |
| 141. | Mrs. E. Helena | Assistant Professor & HOD |
| 142. | Mrs. R. Rajeswari | Assistant Professor |
| 143. | Ms. D. Catharine Dhipthi | Assistant Professor |



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| | | |
|------|---------------------------------|---------------------------|
| 144. | Mrs. R. Jenovi Rosary Deepa | Assistant Professor |
| 145. | Ms. R. Isabell Sheela | Assistant Professor |
| 146. | Ms. M. S. Chithra | Assistant Professor |
| 147. | Ms. P. Tamilarasi | Assistant Professor |
| 148. | Mrs. B. Vethamary Jacqueline | Assistant Professor |
| 149. | Ms. C. Stella (Physics) | Assistant Professor |
| 150. | Ms. K. Vanitha | Assistant Professor |
| 151. | Mrs. P. Sumedha | Assistant Professor & HOD |
| 152. | Mrs. D. Ramya | Assistant Professor |
| 153. | Ms. A. Chris Marlyn | Assistant Professor |
| 154. | Ms. L. Monica Lilly | Assistant Professor |
| 155. | Mrs. R. S. Sabeetha | Assistant Professor |
| 156. | Ms. F. Adline Aruna | Assistant Professor |
| 157. | Ms. T. Kalaipriya | Assistant Professor |
| 158. | Ms. J. Amala Jeya Shali | Assistant Professor |
| 159. | Ms. M. Aabidha Thaslim | Assistant Professor |
| 160. | Ms. T.D. Ponmalar | Assistant Professor & HOD |
| 161. | Ms. R. Yeela Vizhi | Assistant Professor |
| 162. | Ms. P. Jeevithamaria shanthini | Assistant Professor |
| 163. | Dr. Mrs. S. R. Poongodi | Assistant Professor |
| 164. | Mrs. J. Sahaya Bowlin | Assistant Professor |
| 165. | Mrs. S. Arockiya Mary | Assistant Professor |
| 166. | Dr. P. Jacintha Josephine Julie | Assistant Professor |
| 167. | Mrs. M. Revathi | Assistant Professor |
| 168. | Mrs. V. Janani | Assistant Professor |
| 169. | Mrs. N. Sangeetha Rani | Assistant Professor |
| 170. | Mrs. A. J. Aruna | Assistant Professor |
| 171. | Mrs. M. Esther | Assistant Professor |
| 172. | Ms. A. J. Bernita | Assistant Professor |
| 173. | Mrs. Nigila Ragavan | Associate Professor |
| 174. | Mrs. M. Teresa Nirmala | Assistant Professor |
| 175. | Mrs. V. Vanitha | Assistant Professor |
| 176. | Ms. A. Sahaya Roselin Divya | Assistant Professor |
| 177. | Ms. D. Mouna | Assistant Professor |
| 178. | Dr. C. Priyalatha | Assistant Professor |
| 179. | Ms. K. U. Pavithra Krishna | Assistant Professor |
| 180. | Mrs. J. Josephine Jesintha | Assistant Professor |
| 181. | Mrs. RM. Nagalakshmi | Assistant Professor |
| 182. | Mrs. M. Priyadharsani | Assistant Professor |
| 183. | Mrs. V. Arul Deepa | Assistant Professor |
| 184. | Ms. J. Kileyoba Vinnarasi | Assistant Professor |



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|------|--------------------------------|---------------------|
| 185. | Dr. Mrs. X. Devanya Rosaline | Assistant Professor |
| 186. | Dr. Ms. R. Vanajothi | Assistant Professor |
| 187. | Mrs. N. Muthulakshmi | Assistant Professor |
| 188. | Dr. Mrs. T. Vasantha | Assistant Professor |
| 189. | Mrs. N. Jenifer Sharon Sumathi | Assistant Professor |
| 190. | Dr. Mrs. S. P. Savitha | Assistant Professor |
| 191. | Ms. J. Shifa Fatima | Assistant Professor |
| 192. | Mrs. A. Gomathi | Assistant Professor |
| 193. | Ms. G. Vennila | Assistant Professor |
| 194. | Dr. Mrs. M. Nageshwari | Assistant Professor |
| 195. | Dr. Mrs. R. Ponni | Assistant Professor |
| 196. | Dr. Mrs. M. Sudhadevi | Assistant Professor |
| 197. | Dr. Ms. N. Sathya Sundari | Assistant Professor |
| 198. | Mrs. S. Renuga Devi | Assistant Professor |
| 199. | Mr. H. Vincent | Placement Officer |

IQAC Coordinator

IQAC CO-ORDINATOR
Fatima College (Autonomous),
Madurai-625018.

MADURAI



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FATIMA COLLEGE (AUTONOMOUS), MADURAI - 625018

FACULTY DEVELOPMENT SESSIONS ON QUALITY ENHANCEMENT & SUSTENANCE

ORGANIZED BY IQAC

15TH&19TH OCTOBER, 2016

REPORT

The session was organised by IQAC, Fatima College. The session started with prayer by Dr. Pappy Kamala Bai. A. and Mrs. A. SheelaRoselin welcomed the gathering. Vice principals, Deans, H.O.Ds, Coordinators of various committees and cells, Hostel director, Office managers and System engineers were the participants.



Rev. Dr. Sr. Francisca Flora. M, Secretary inaugurated the session.

In her inaugural address she emphasised that progress made by the institution during a period of 5 years is being assessed by NAAC. The progress has to be from BAD ---» NORMAL ---» GOOD ---» BETTER ---» EXCELLENCE ---» MORE EXCELLENCE. Autonomy was offered to Fatima College in the year 1978 itself. As semester system was introduced in 1976 the college did not take it up that year. College became autonomous in the year 1990.



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- As Fatima College is aware of “Progress means facing challenges” many challenges were faced. AICTE courses were introduced when they were not at all thinkable at that time, because it was a heavy burden on infrastructure, finance and Human Resources.
- As Fatima College has been identified by UGC as college with potential for excellence, we have to become a college “ With Excellence ” and “ With More Excellence ”.
- Exchange programme with other Universities and quality of research guides will also decide the progress of the college.
- The syllabi followed in Fatima College must be at par with other universities of the world, to facilitate student exchange programme.
- Staff induction programmes like training programmes, refresher courses are to be organised for staff with the idea of improving staff quality.

Dr.Mahima Ragland in her introductory address insisted on the following:

- We must be ready to do whatever we can do to the maximum with the potential available.
- Qualities of individual academicians are a matter of consideration.
- Now we are insular but it must be changed.
- Continuous professional development is not an option but a necessity.
- We must equipped with 21st century skills.
- We must be professional teachers for which we must take up In-service training.
- Networking with other institutions and staff of different colleges become essential.
- Possessing ICT skills is a must.
- Flow chart of what students are going to learn must be given.
- Teachers should try to get professional certification.
- Passion and perseverance have to be induced in students.
- Massive online courses are open and awareness on this to be given to students.
- What makes our institution ‘Unique’ matters.
- Unique feature develops vow factor.



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Dr.Mahima Ragland

- Panel discussion on areas and systems that eat our quality time and energy are to be conducted and steps taken to overcome that, which will lead to real progress.
- Simple steps to be taken to review what is existing.
- Departments must join and think of the courses that can be offered like a course on cultural heritage.
- Passion and perseverance are the bases of success and this has to be borne in mind in setting the long term goals by the department.
- Create attractive syllabi for I semester or II semester.
- Extraordinary features of Fatima College must be transmitted to the new entrants.
- Linking with organisations.
- Cut unwanted activities and introduce new innovative activities.
- Super 20 – Best students from local schools must be given special training.
- The social mission ---» reaching the public and transferring our knowledge to the public will be of prime importance.
- We must be the 'change' we expect in others.
- We must think of ground water remediation, water harvesting and recycling of used water. It becomes an environmental offence if we don't attend to this.
- Exploit the potential available, curricular planning must be from basic to advanced programming.
- Management assistance can be provided to the staff to take up training courses abroad.
- Alumnae and retired staff can be approached to conduct classes (off class) in area of their specialisation and expertise.
- Innovations must come from the bottom (Departments) and not from the top.
- Revamp the entire thing and there should be no paracetamol therapy.



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Dr. Mary Magdalene Abraham spoke about teaching, learning & evaluation. She elaborated the following:

- Student enrolment and profile – Management policy.
- Our campus must be student friendly especially to students with physical disability in other words it must be a disabled friendly campus.
- Their emotional needs are to be fulfilled.
- bridge courses are to be conducted for all the subjects (Now we have for English alone for 10 days).
- Add-on courses with proper learning outcome are to be encouraged.
- Learning should be linked with outcome and it must be translated into job, hence must be truly student centric.
- Measures taken to improve slow learners. We must cater to their needs.
- When external resource persons are called we must ensure that they are the real experts.



Dr. Mary Magdalene Abraham e about teaching, learning & evaluation

- If real knowledge transfer is to take place, people with top order are to be invited.
- Virtual laboratories and class rooms.
- Counselling and mentoring in the college to be strengthened.
- Innovative teaching practices to be followed for a paradigm shift.
- Cluster colleges – Transfer or sharing of knowledge (Group of like-minded autonomous institutions).
- To update, to network, to be known for the right reasons.
- Students' project to be made mandatory at the same time quality to be maintained.
- NET, SET and other examinations coaching must add the skills and knowledge.
- Faculty exchange programmes to be strengthened.
- Awards to be instituted recognising quality.



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

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Mrs. MathaviManisekar elaborated the following regarding student support:

- Students' mentoring
- Academic mentoring
- Scholarships & freeships
- Student progression



Mrs. MathaviManisekar on student support:

Dr. Maria Packiam . S spoke about governance, leadership and management and explained the following:

- leadership & Governance
- Knowledge Management
- Institutional vision
- Strategy development & deployment
- Congregational policies
- Resource mobilisation
- Finance management
- IQAC



Criterion : VI - Governance, Leadership and Management

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Dr. Maria Packiam . S on governance, leadership and management

Dr. Vasantha Esther Rani spoke on research. She explained the following:

- Research Advisory Committee
- Students' Research Forum
- Exploria
- Fatima International Journal of Commerce Humanities & Science (FIJCHAS) – Biannual.
- Minor / Major Research Projects
- TANCHE – Funds for projects
- List of funding agencies
- Decision taken by the department
- Scheme of thrust area programme
- June is the time for finalisation of proposals. Proposals can be made by now
- Interdisciplinary / Interdepartmental research to be encouraged.
- Patents – Training for patent
- December 10, session on Intellectual Property Right – Registration fee of Rs. 500/-
- One day workshop
- Workshop on short films – November 17, 18 & 19.



Criterion : VI - Governance, Leadership and Management

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- Presentation with documentary will be effective.



Dr. Vasantha Esther Rani spoke on research

Dr. Uma .P spoke on Infrastructure, Learning resources and Best practices

- Infrastructure & Learning facilities – Physical facilities
- ✓ Level of utilisation
- ✓ Outcome of utilisation
- ✓ Take benefits to students
- ✓ WIFI
- Initiatives ---» Details ---» Outcome
- Disabled students' details to be shown separately
- WIFI utilisation by hostilities
- Objective presentation
- AMC – Annual Maintenance Cost
- Separate Maintenance Register – checking - IQAC Coordinator
- Innovation & Best Practices
- Consult funding agencies
- Branding activities (give a suitable name for all the activities)
- Alumnae mentoring



Criterion : VI - Governance, Leadership and Management

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Dr. Uma .P on Infrastructure, Learning resources and Best practices

Dr. Lucia Vanitha C spoke about Extension and told about

- ROSA – Reach out to the society through Action
- Plastic Free Campus
- Paper bags distribution
- Awareness on Organic farming – vermicomposting to be given to the villagers.



Dr. Lucia Vanitha C spoke about Extension

Principal Dr.Sr.K. Fatima Mary emphasised on documenting the activities. She suggested that video clippings would enhance the presentation of extension activities. Sister would highlight this to all the staff members in the next session.



Criterion : VI - Governance, Leadership and Management

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The IQAC coordinator concluded that this is only an awareness session and she insisted that the purpose is to carry this input to all the members of the departments and committees as many of them are not aware of NAAC and its expectations. This will help them to closely follow the Principal's address to ALL the staff members in the next semester about our preparation (getting ready) for NAAC.



Conclusion by IQAC coordinator

Dr. Saira Banu and Ms. M. Fanny proposed the vote of thanks.

Mrs. S. Mary Helan Felista, Mr. H. Vincent and Mrs. C. Sujatha coordinated the sessions with the IQAC coordinator.



Criterion : VI - Governance, Leadership and Management

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Year : 2016-2017



FATIMA COLLEGE (AUTONOMOUS), MADURAI - 625018

FACULTY DEVELOPMENT SESSIONS ON QUALITY ENHANCEMENT & SUSTENANCE

ORGANIZED BY IQAC

15TH & 19TH OCTOBER, 2016

SCHEDULE

Date: 15TH & 19TH October 2016

Venue: A2

15.10.2016

- Prayer : Dr. Pappy Kamala Bai
- Welcome Address : Mrs. A. Sheela Roselin
- Inauguration : Rev. Dr. Sr. M. Francisca Flora. M, Secretary
- Session - I : Dr. Mahima Ragland
- Session - II : Dr. Mary Magdalene Abraham
- Session - III : Mrs. Mathavi Manisekar
- Session - IV : Dr. S. Maria Packiam
- Vote of Thanks : Dr. Saira Banu

19.10.2016

- Prayer : Dr. Pappy Kamala Bai
- Session - I : Dr. Vasantha Esther Rani
- Session - II : Dr. P. Uma
- Session - III : Dr. C. Lucia Vanitha
- Vote of Thanks : Ms. M. Fanny



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



FATIMA COLLEGE (AUTONOMOUS), MADURAI - 625018

**FACULTY DEVELOPMENT PROGRAMME ON
QUALITY ENHANCEMENT & SUSTENANCE**

ORGANIZED BY IQAC

15TH & 19TH October, 2016

PARTICIPANTS LIST

- | | | | |
|-----|--|---|--------------------------------|
| 1. | Sr. M. Fatima Mary | - | Vice Principal-I (Shift-I) |
| 2. | Mrs. R. Alphonsa Fernando | - | Vice-Principal-II (Shift-I) |
| 3. | Mrs. B. Chandirika | - | Vice-Principal (Shift-II) |
| 4. | Dr. M. Regina Mary | - | Dean of Arts |
| 5. | Dr. B. Medona | - | Dean of Science |
| 6. | Mrs. E. Helena | - | Dean of Self Financing Courses |
| 7. | Dr. Sr. Bindu Antony | - | Hostel Director |
| 8. | Sr. F. Arockia Mary | - | Office Manager (Shift-I) |
| 9. | Sr. S. Stella Arul Mary | - | Office Manager (Shift-II) |
| 10. | Mr. G. Sai Sankar | - | System Engineer |
| 11. | Mrs. Loyola Prince | - | System Engineer |
| 12. | HoDs of the Departments (23 staff members) | | |
| 13. | Coordinators of Various Committee (43 staff members) | | |

A. J. Int. Ch.
IQAC Coordinator

IQAC CO-ORDINATOR
Fatima College (Autonomous),
Madurai-625018.



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



FATIMA COLLEGE (AUTONOMOUS), MADURAI - 625018
TRAINING PROGRAM ON MACRO & MODEL TEACHING
ORGANIZED BY IQAC
21ST – 29TH NOVEMBER, 2016

REPORT ON MODEL TEACHING

IQAC has organised a Macro Teaching programme for staff members who have 5 and less years of experience in Fatima College, under Staff Induction Programme. The participants did Macro Teaching before the members of the concerned department which was evaluated by a senior member from the concerned department and a member of IQAC.

Five topics were given by the HODs in advance, from the papers handled by the participant concerned during the previous semester. One topic was selected from those five on the spot and the participant had to do Macro Teaching in that.

The programme was conducted from 21st – 29th November.

The following staff members did the macro teaching with the cooperation of all the staff members.

| Department | Staff Members |
|------------------|-----------------------------|
| Sociology | M. Suganya |
| | M. Revathi |
| | V. Janani |
| | P. Josephine Jacintha Julie |
| Tamil | S. A. Suja |
| | N. Renuga |
| | R. Ponni |
| Hindi | Supriya E |
| Computer Science | Dr. T. Vasantha |
| | Dr. Arul Jothi |
| | N. Muthulakshmi |
| Commerce | Sr. Bindu Antony |
| | Mrs. Renuga Devi S |
| M.Com. CA | Ms. ShifaFathima J |
| | Ms Ruby Leela P |



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

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| | |
|----------|------------------------|
| | Jenifer Sharon |
| BCA | Preetha |
| | RajaRajeswari |
| | PunithaRoseline |
| B.Sc. IT | V. Jane VaramaniSuleka |
| | T. CharanyaNagammal |
| B.Com CA | Fanny M |
| | AmaliFathima P |
| | Sri Devi S |
| | Malini K M |
| | Princy X L |
| Tamil SF | S. R. Poongodi |
| | D. Annie Maria Jancy |
| | J. SahayaBowlin |
| | S. Arockia Mary |



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

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REPORT ON MODEL TEACHING

Model Teaching, the II phase of the Staff Induction Programme was conducted by the departments after completing the Macro Teaching the I phase. The Sessions were handled by a senior member of the concerned departments. All the staff members, Full time Ph.D. scholars, M.Phil. scholars and the PG students (For the UG departments the UG students) of the concerned departments were the audience.

| DEPARTMENT | RESOURCE PERSON | TOPIC | DURATION | ICT ENABLED TEACHING METHODOLOGY |
|---------------------------------------|----------------------------|---|----------|---|
| HISTORY | Dr. S. Maria Packiam | Fundamental Rights | 1 Hour | Yes |
| SOCIOLOGY WITH COMPUTER APPLICATION | Mrs. Sofia Adaikala Mary V | Social Groups | 45 Mins | Yes |
| ENGLISH | Dr. A. Roselin Mary | Rita Joe: A gentle warrior (Native Canadian Poet) | 40 Mins | Yes |
| MATHS | Dr. Rose Mary S | Fractals | 1 Hour | Yes |
| ZOOLOGY | Dr. Antony AmalaJeyaseeli | Flight adaptations | 30 Mins | Yes |
| HOME SCIENCE WITH FOOD BIO-TECHNOLOGY | Dr. Latha R | Technical Textiles | 45 Mins | Yes |
| COMPUTER SCIENCE | Mrs. A. Vimala | Pointers in C | 1 Hour | Yes |
| COMMERCE | Dr. Sahaya Rani Fernando | Marginal Costing | 45 Mins | No (Cannot be effectively applied for the selected topic) |
| ENGLISH (SF) | Dr. Mary Magdalene Abraham | How to teach poetry | 45 Mins | Yes |
| BBA | Dr. Kumari SL | Economic and government Environment of Business | 30 Mins | Yes |
| MATHS (SF) | Jenovi Rosary Deepa | Operation Research | 1 Hour | Yes |
| BCA | Mrs. Vimala (C. Sci) | Pointers in C | 30 Mins | Yes |
| B.SC IT | Mrs. Vimala (C. Sci) | Pointers in C | 30 Mins | Yes |
| B.COM (CA) | Ms. Mable Jasmine Shobha A | Fatigue - HRM | 30 Mins | Yes |



Criterion : VI - Governance, Leadership and Management

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| | | | | |
|---------------|--------------------|---|---------|-----|
| MBA | Mrs. Meena L | Fundamental aspect of Investment Management | 1 Hour | Yes |
| MCA | Mrs. Smeeta Mary R | Video Display Devices | 30 Mins | Yes |
| M.SC (IT & M) | Mrs. Meenakshi R | Networking and Routing | 45 Mins | Yes |



Training Program on Macro & Model Teaching
21st – 29th November, 2016



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



FATIMA COLLEGE (AUTONOMOUS), MADURAI - 625018
STAFF INDUCTION PROGRAMME

PHASE I - MACRO TEACHING
ORGANIZED BY IQAC
21st – 29th November, 2016
PARTICIPANTS LIST

| S. No. | Staff Members | Department |
|--------|-----------------------------|------------------|
| 1. | M. Suganya | Sociology |
| 2. | M. Revathi | |
| 3. | V. Janani | |
| 4. | P. Josephine Jacintha Julie | |
| 5. | S. A. Suja | Tamil |
| 6. | N. Renuga | |
| 7. | R. Ponni | |
| 8. | Supriya E | Hindi |
| 9. | Dr. T. Vasantha | Computer Science |
| 10. | Dr. Arul Jothi | |
| 11. | N. Muthulakshmi | |
| 12. | Sr. Bindu Antony | Commerce |
| 13. | Mrs. Renuga Devi S | M.Com. CA |
| 14. | Ms. ShifaFathima J | |
| 15. | Ms Ruby Leela P | |
| 16. | Jenifer Sharon | |
| 17. | Preetha | BCA |
| 18. | RajaRajeswari | |
| 19. | PunithaRoseline | |
| 20. | V. Jane VaramaniSuleka | B.Sc. IT |
| 21. | T. CharanyaNagammal | |
| 22. | Fanny M | B.Com CA |
| 23. | AmaliFathima P | |
| 24. | Sri Devi S | |
| 25. | Malini K M | |
| 26. | Princy X L | |
| 27. | S. R. Poongodi | Tamil SF |
| 28. | D. Annie Maria Jancy | |
| 29. | J. SahayaBowlin | |
| 30. | S. Arockia Mary | |


IQAC Coordinator

IQAC CO-ORDINATOR
 Fatima College (Autonomous),
 Madurai-625018.



Criterion : VI - Governance, Leadership and Management

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Year : 2016-2017



FATIMA COLLEGE (AUTONOMOUS), MADURAI - 625018

7 - DAY FACULTY TRAINING PROGRAMME

FOR NEWLY APPOINTED STAFF (I BATCH)

ORGANIZED BY IQAC

04 -11 NOVEMBER, 2016

REPORT

SEVEN day induction programme for the staff members was organized by the Fatima college management from 04.11.2016 to 11.11.2016. Overall objective of the induction programme is to orient the faculty members in the following aspects.

- To create awareness about St. Joseph Lyon Culture
- To uplift the downtrodden citizens by rendering dedicated service
- To make the students responsible towards the society through value education, counselling and mentoring
- To understand the teachers decorum
- To improve Quality Assurance
- To effectively manage stress and time.

The programme was properly planned and organized in a well manner by scheduling each and every session with prayer songs, welcome address, thought for the day and vote of thanks.

First day induction programme started with a prayer song to keep almighty shower his blessings amidst the gathering. Dr. Sr. K. Fatima Mary, Principal gave an inaugural address describing the needs and benefits for arranging this induction programme. The purpose of the programme is to make each one understand the culture and tradition of Fatima college and to live with moral values and ethics to help the down trodden citizens. It also insists the faculty members to be responsible citizens, who render dedicated service to the institution and society. Followed by principal sister inaugural address Secretary Sister Dr. Sr. Francisca Flora gave a session on St. Joseph's Culture & Legacy.



Criterion : VI - Governance, Leadership and Management

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Session 1: St. Joseph's Culture & Legacy

This session briefed about God power the creator of this universe, cosmos, and galaxies and also explains how he poured blessings to nature, human beings, animals etc. The pillars cum building blocks of this great institution and their sacrifices were also briefed.

The major theme that was focused in this session was

Try to live the culture of St. Joseph Lyons by following these bible words

“Loving love and letting love through you” – John 17:21

“May they all be one, as you are in me and I’m in you, may they be completely one” – John 17:21

Each one should have a feel that we are entering into the holy portal of Fatima campus. In order to have this feeling each individual should develop an attitude like

1. Work for the less fortunate and marginalized
2. Carrying out our duties as service oriented rather than money oriented
3. Understanding God power

Session 2: Culture and Spirituality

Culture: “Culture is a bundle of traditional, rituals, religions and practices which identify you in a particular group”.

St. Joseph Lyon charism is “unifying love”.

To become a self-authorized person we have to identify

1. Possible dragons and eradicate them.
2. Name Claim and Drain (NCD) the feeling
3. Realize educational institution as a mission
4. Conviction and commitment
5. Exposure and involvement
6. Don’t look for name, fame or award
7. Dynamism (Fully alive) is must

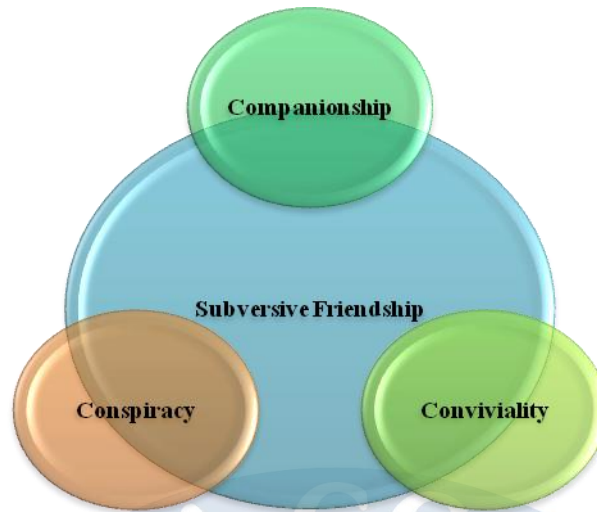
We have to develop these possible qualities to follow our SJL culture. Involvement with the less fortunate means our teacher needs first to live with dynamism. To live the dynamism of reconciliation & unity we need to live subversive friendly



Criterion : VI - Governance, Leadership and Management

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Sister also explained the real time incidents of down trodden citizens and how she rendered her service to the poor and needy. She added that “Living the dynamism of reconciliation and unity in the peripheries of our fractured world” is a vital one. For that one has to equip ourselves with lot of love and affection. Several inspirational videos was also played and discussed in that session.

05.11.2016 Day 2 was started again by praising the lord almighty. Secretary Sister summed up St. Joseph culture and Legacy.

The key points that was summarized as roots of SJ Culture and Legacy are

1. Entering into the cloud
2. Compassionate love for the less fortunate
3. Inspiration to Expansion
4. Service with Survival
5. Expansion of Knowledge

Entire staff was organized into four groups and discussions was carried out related to SJ culture and legacy.

Group Discussion 1:

1. Are you happy to be inserted into St. Joseph family? Give three reasons?
 2. What do you think are the central values of St. Joseph culture? Give three values?
 3. Do you feel confident to live it with your family, staff, student and the management?
- Give 1 or 2 ways in which you will live it?



Criterion : VI - Governance, Leadership and Management

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Each representative from 4 groups summed up their teams vision for all three questions and presented. Everyone observed all the groups perceptions, thoughts and opinions.

| Group | Qn.1 | Qn.2 | Qn.3 |
|-------|--|---|---|
| I | Disciplined, clean and tidy | Empowering Women, Helping marginalized | Inculcating mercy, Empathetic |
| II | Emancipation of women towards excellence, Ethical way of teaching & Learning, Transformation of moral values apart from normal activities, Corruption free | Installing the self confidence, Forgive and forget, Selfless dedicated service, Compassionate feeling among staff and students | Secured ambience to feel like second home, Recognition of identity for each individual (always motivated to go ahead), Comfortable stay |
| III | Homely feel, self belongingness, Meeting real human beings, Chissling, Organized and Systametic | Compassion both inside and outside the institution (part V activities, extension), Corruption free portal, Institution recognizes individual talents, Dedication and commitment | Maturity to balance difference of opinion in home and college (Stress management), Multitasking, Time management, |
| IV | Family atmosphere, Giving good platform to equip ourselves, Spiritual environment | Unfortunate people, Humanity by providing charity, No partiality in treating Staff, Honesty, Professional ethics, self authorization | Charity and Spirituality |

Secretary sister again insisted the staff members to follow these steps to become a part of SJ culture and legacy.

1. Inspiration and expansion
2. Service and Survival
3. Stimulus and Response
4. Subversive friendship: Companionship, Conviviality and Conspiracy

The session continued by explaining the leadership qualities and what are all the keys for leadership.

1. Service attitude – Everything flows from it and flows to it
2. Love what you do and do not look for what you like
3. Focus on priorities
4. Understand the soft stuff
5. Build your brand
6. Develop humour and optimism
7. Commit to excellence
8. Take risks
9. Don't expect 100% results
10. Concentrate on core values
11. Earn trust
12. Take action – You cannot see new horizon unless you leave the shore



Criterion : VI - Governance, Leadership and Management

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Aim for the heart-people do not care how much you know but how much you care

Group Discussion 2:

1. What are the leadership qualities you like?
2. Which are the values we need to develop more?

| Group | Qn.1 | Qn.2 |
|-------|---|---|
| I | Trusted, Honesty and Integrity, Responsibility, God character, Trustworthiness, Accountable cum responsible, Delicate task, Foresee things, Trust worthiness, Sound psychic, Good communicator, Optimistic, Decision maker, Good listener, Emotional stability, Impartial, Sticking to the policy, Don't say "I" but say "We" | Principles of standard, Taking risks, Love what to do, Sincere, Companionship, 100% involvement, Self updation, Aim from the heart (not) for the heart |
| II | Patience to listen, Help needy, Group coordination, Equal distribution, Foreseeing, Schedule, Planning, Time management, Punctuality, Overlook the failures, Tackling any kind of situation, Don't impose work on them, Healthier relationship, Impartial, Update our knowledge, Easily approachable, Humble & Simple | All the Qualities |
| III | Initiator, Responsibility, Accountability, Determination & perseverance, Trust worthiness, Role model, Honesty | Transparency, Cohesiveness, Magnanimous, Assertiveness, Ego, Optimistic, Self motivation |
| IV | Volunteering oneself through appreciation, Trust over others, Assign a proper work, Observation (mind reading), Identifying hidden potentials from each one, Punctuality, Perfection, Good communicator, Decision making, Motivation, Encouraging others, Open hearted | Patience, Keen observation, Ready to take any risks, Flexibility, Adaptability, Scalability, Role models to others, Time management, Service oriented, Balance the family and work place, Counselling, Intra & Inter departmental collaborations, Equality (Not partial), Accept corrections, Gentle way of leading, Updating, Trust, Integrity and Credibility |

These points were presented by all the group in charges and the most important points that needs to be observed and incorporated by each are shortlisted as

1. Counselling
2. Intra & Inter Departmental Collaborations
3. Impartial
4. Team work through exercises
5. Avoid Ego centric
6. Self Updation
7. Staff Induction
8. Perseverance



Criterion : VI - Governance, Leadership and Management

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07.11.2016 Day 3 was started with morning prayers to feel that God almighty is amidst us to bless the entire sessions.

Sr. Fatima Antony, Former Principal, Fatima college addressed the gathering in the topic “Need for Social Consciousness”.

Sister attached herself not only in teaching but more in helping the down trodden citizens. She has rendered her 24 years of service to our college campus. At that time itself her passion was not only to do educate the children but also to help the needy. She realized that that alone gives her inner strength of peace. She is holding the responsibility of prison ministry in Madurai region. The session was really a thought proving session.

Since she started to share her real time incidents happening inside the prison and how he is helping the victims and their family. She beautifully stressed the point that “No one is born as Criminal, but situation only leads their life to the wrong path”. Her heart and soul was carved in such a way that she will immediately respond to the needy who and whatever they are. To do that we have to step in to the shoes of others so that they will really come with flying colours in the future.

Education should be provided to students in such a manner that apart from book it's the responsibility of teachers to provide more value education by discussing the real time incidents that are happening in the society and how to react to those situations. Now a day's social media plays a vital role in students life and they are deviating the minds of the students to do evil practices like smoking, illegal contacts, robbery etc. The reasons behind the victims are they may be either suffering from

1. Poverty,
2. Longing for Love & Affection,
3. Sexual Harassment,
4. Egoistic Behaviour,
5. Social Media

To overcome these issues it's the responsibility of staff member to provide social consciousness to the student's community. Reconsilience is needed for the human beings to get rid of the fractured world. Also, educate our children to be a responsible citizen, lead a respectful life and to encourage good decision making skills.



Criterion : VI - Governance, Leadership and Management

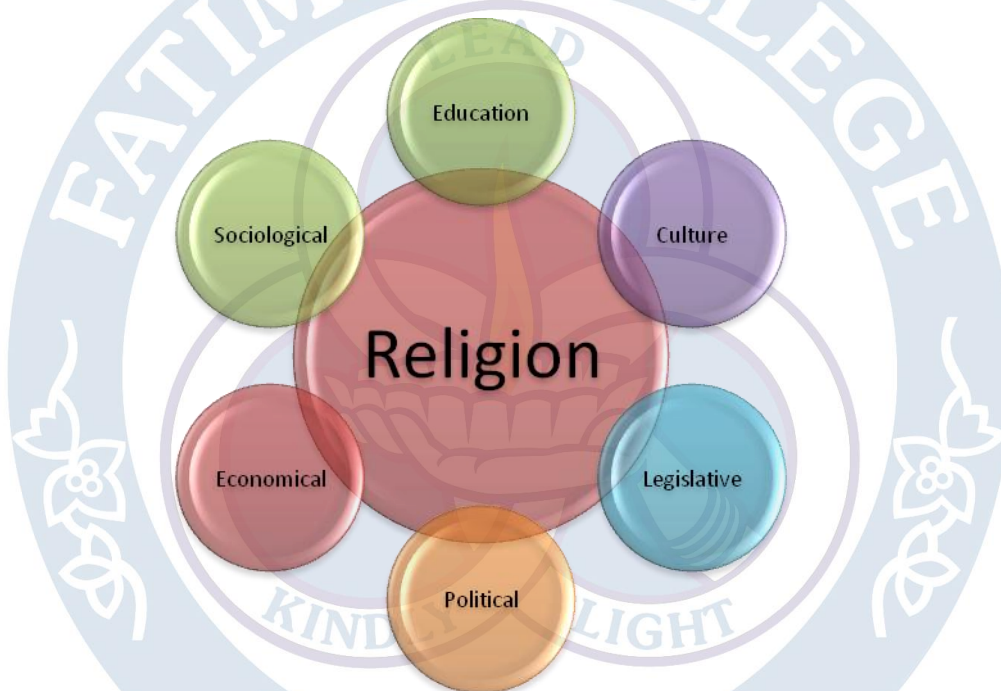
Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

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She also added that have in mind that you are also another mother. Contribute to the society by helping the down trodden citizens. Identify the broken heart and make them feel that we are there for them to take care of them in all the aspects that alone will give us the inner peace of strength and joy.

Another Session was handled by Dr. Sr.K. Fatima Mary, Principal entitled “Teachers Response to Pluralistic Context”. Key insights of Pluralistic Context and the teachers responsibility towards students equality was detailed with a pictorial representation. Religion is the core of our system. “Role of religion is to purify all the systems like Political, Economical, Sociological, Educational, Cultural and Legislative system”. She also added that World is full of pluralism. Everyone should understand that India is a multi-cultural society. She insisted that its staff members responsibility to contribute in 5 major areas to bring betterment in students education.



The ultimate goal of the staff member is to empower women to stand in their own legs. First, a gap analysis between the creamy layer, low and higher level students should all be treated as equal. For that mentoring system both in their personal background and their technical background needs to be concentrated. Identify the slow learners and start remedial classes for those students. Also, fast learners can also help slow learners to perform better in their academic records. Provide confidence in them. Social perception is essential. With that our belief is also spiritual. We have to connect ourselves to the society. Otherwise we will be treated as alien.

We should provide education to students in such a manner that they should stand independent. We need to develop national integrity and communal harmony. When religion is politicized we



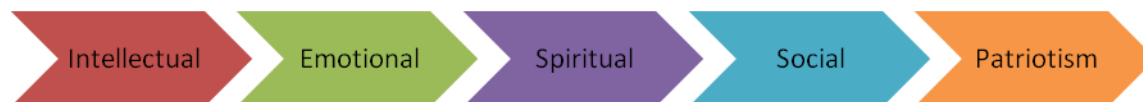
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never realize or feel peace. To get rid of these things boost yourself with peace, social thrust and spiritual energy.



Insights of this session:

1. Gap analysis between staff and students needs to be concentrated
2. Have a global view of pluralism
3. Create opportunities for reflexion (culture)
4. Cross cultural analysis
5. Observe verbal and non-verbal communication based on the ethnic groups
6. Knowledge of cultural and individual differences in learning style
7. Identification of physically challenged
8. How to actively perceive equality in teaching by reducing prejudices and increasing tolerances
9. Personal introspection is needed
10. Dedication

08.11.2016 Day 4 was started with morning prayers to remember and thank God almighty to shower his blessings throughout the session.

Dr. A. Roselin Mary, The research centre of English was the resource person for the session entitled “Emotional Quotient”. She started her session by defining what is an emotional intelligence by quoting Rabindranath Tagore poetic lines. Culmination was love. There is a strong binding between emotional intelligence and love. She nurtured the minds of everyone by detailing the concepts about balancing the emotional intelligence by providing various activities. To overcome the emotional blocks within us self awareness, emotions of ourselves and others needs to be realized. Misunderstanding is the root cause of all our emotions. That needs to be removed. Activity one (Without Eye contact with persons) provides detailed insight into how we are thinking ourselves alone (self awareness) without considering others feelings or emotions. Outcome of activity one is we need to put our legs into others shoes to overcome our emotional feelings. Activity two (With Eye contact with persons) provides insight to consider others emotions “to be happy and make others happy” for a blessed life and society.



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



Emotional Quotient is knowing how to manage our own emotions. For that we have to reduce negative emotions by increasing our positive motivation. Self realization is required to have positive attitude. We all know that in anger we won't be able to take any decisions. We need to understand others feeling.

Habits of emotionally intelligent people:

1. They pay attention to emotional pain
2. They know how to treat their emotions
3. They boost their self-esteem after a rejection
4. They will have control over their failures
5. They do not let unresolved feeling of linger
6. They are the peace makers

The entire gathering was organized as four groups and each one is organized in four places with four themes

North: Acting –“Lets do it”; likes to act, try things, plunge in

East: Speculating- likes to look at tge big picture and the possibilities before acting

South: Caring-likes to know that everyone's feelings have been taken into consideration and that their voices have been heard before acting

West: Paying attention to detail- likes to know that who, what, when, where and why before acting.

Questions:

1. What are the strengths of your style?
2. What are the limitations of your style?
3. What style do you find most difficult to work with and why?
4. What do people from other “Directions” or styles need to know about you so you can work together effectively?
5. What's one thing you value about each of the other three styles?



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

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| Group | Qn1 | Qn2 | Qn3 | Qn4 | Qn5 |
|---------------------------------|--|--|--|--|--|
| I-Acting | Implicit obedience, solving on time,, dedication, ready to take risks, adaptable to any situation, Trial and error method is best for any learning | Have to face so many blockages to achieve, too many hurdles, new experience, 100% results may not be achieved all the time, some time it may lead to some other problems | “Caring” Because too much care is taken to satisfy everybody’s emotions and needs. We may not proceed with. Because there may not be a whole hearted work by everybody | Confidence, Trust, Smartness, Time sense (Punctuality), Dedication | Speculating: Taking the work to a highest level Caring: Emotional needs of everybody is concerned Paying attention to detail: Try to be pakka before starting their work |
| II- Speculating | Try to reach the Himalayan heights | Fail to note the negative side | Caring: Think instantly, caring others | Sky is the limit, Try to inculcate | Acting: Spontaneous Caring: Hospitality Paying attention to detail: Well planning |
| III- Paying attention to detail | Perfect work, Future determination (Why, What, When and How), Prioritized, safer zone | Time consuming, more critical limiting all the resources, too much of thinking | Speculating: Since it’s imaginary | Confidence, high decision making, co-ordination, efficient and effective | Acting: Guts to compete the work, plunge into action. Caring: Respecting others emotions Speculation: Aim high so that you can achieve a little |
| IV- Caring | Compassionate, affectionate | Very sentimental, lack of reality, emotion | Acting: With out knowing any thing team work may lack | Respect to others feelings, care can achieve greater things | Acting: Leadership Quality Speculation: Easy to troubleshoot the problem Paying attention to detail: Perfection |



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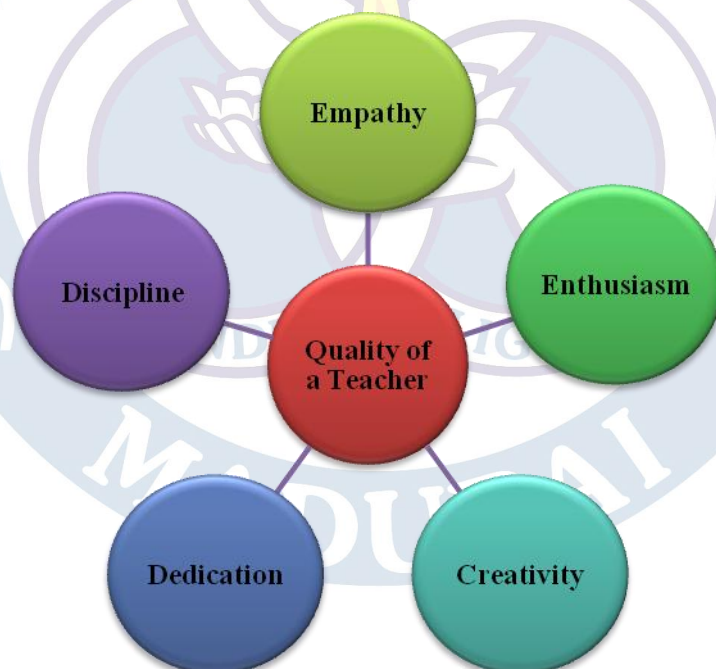


The outcome of this activity is observed as

1. This activity increases our awareness of our own and others preferences
2. Increased awareness opens the door to empathy
3. Our preferences have their strengths and their limitations
4. A diversity of preferences is what makes for better team work and results

Dr. S. Maria Packiam, Dept. of History addressed the gathering entitled “Teacher’s Decorum”. She started the session highlighting the greatest scientists like Dr.Alexander, Aristotle, Dr. APJ Abdul Kalam. Behind their key findings they are all inspired by their teachers. So teaching is such a noble profession one can dedicate themselves for this profession. The keypoints covered in this session are “Teacher personality” and “Teacher Behaviour Decorum”

Teacher takes a hand, opens a mind and touches a heart. Teacher affects eternity. Good teachers know how to bring out the best in students. A great teacher should be a friend, philosopher and a guide. For that value education, mentoring the students in both aspects (Education, Family) should be carried out by faculty members.



Teachers should also behave like etiquettes. Etiquettes is nothing but an orderly way of doing things and a customary code of conduct of a good behaviour. They are well thought of rules that present an orderly way of doing things, as well as the most considerable and Conflict-avoiding methodology. Teachers should maintain their decorum by their punctuality, effectiveness,



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behaviour in meetings, attire, communication and social responsibility. Teacher's decorum should be maintained by

1. Etiquette with administrators
2. Etiquette with other teachers
3. Etiquette with Teaching, Non teaching staff
4. Etiquette with parents
5. Etiquette with students

On the whole teachers should be a role model for the students. As a teacher in community, it's important to maintain a public image as a good role model for our students.

09.11.2016 Day 5 was started with morning prayers to remember and thank God almighty to shower his blessings throughout the session.

Dr. Jacqueline Gigi Vijayakumar, Research Centre of Commerce was the resource person for the first session. She gave a lecture on the topic entitled "Drive towards Value Inculcation".

The full session was very lively and interactive. We discussed various topics on how the values must be inculcated to the student's community. Most of the time students are spending their precious time in the college campus. So, it's the moral responsibility of the staff member to impart now and then the moral values, ethics and discipline to the students by providing effective value education classes and through mentoring activities. We the staff members should be the motivating factor for our students. We should inculcate the values to the students by either telling them inspirational stories, case studies, discussing real time incidents, by displaying them often motivational videos or taking them to down trodden citizens etc.

The session was very interactive by answering the questions. Each and everyone's perception were discussed that may lead a stepping stone to inculcate the value among the students.

Why should we impart values to the students?

Solution: Maximum time students are spending their precious time inside the college campus. Teachers vital role to shape and mould the students. Teachers can impart not only the education but also they should provide human values, ethics, self discipline to the students. Since they are at the adolescent age it's the right time to educate them moral values.

How we will analyze student's mentality?



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Gap analysis need to be identified and rectified amongst the staff-student relationship. Teacher should first create a trust among the students that they are for them at any situations. Mentoring should be done both in technical as well as in their personal backgrounds. This will help us to know the mentality of the students. Counselling should also be done now and then for all the students to make them feel free to discuss and share their emotional feelings too.

When, where and how we can impart value education to the students?

Whenever the time permits its the responsibility of staff members to provide moral values. During value education classes discuss more real time situations and fruitfully spend that time by providing opportunities to students to interact with us.

How it should be given?

Inspirational videos, motivational talks, taking off campus to the marginalized citizens, arranging court visits, providing a chance to meet the physically challenged people. To inculcate all these moral values we should be a “role model” to the students. Finally the session was concluded by remembering the powerful words “Actions speak louder than words”.

Next session was handled by Dr. Vasantha Esther Rani, Dept. of Home Science with FBT. The resource person delivered a lecture on “Professional Ethics”.

She insisted that teaching is the noblest of all professions in the world. A teacher is constantly under the scrutiny of her students, the management & the society at large. Whoever adopts teaching as a Profession assures the obligation to conduct herself in accordance with the ideals of the Profession. The profession requires teachers to be calm, patient & communicative by temperament (combination of mental, physical & emotional traits of a person) and amiable in disposition.

Teachers should

1. Adhere to a responsible pattern of conduct & demeanor (behavior) expected of them by community.
2. Manage their private affairs in a manner consistent with the dignity of the profession.
3. Seek to make professional growth continuous through study & research

She added that “A Code of Professional Ethics” binds its membership into a fraternity. She discussed various key points that was formulated by AIFUCTO standards which was especially formulated for college teachers. In that goals of Higher Education aims to

1. create skills & knowledge
2. produce leaders of society
3. improve economy
4. strive for academic excellence
5. education, research & extension



Criterion : VI - Governance, Leadership and Management

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Teachers & their rights are also formulated as they should enjoy civic & political rights, should have right to adequate emoluments, social position, professional independence and adequate social assurance. To disseminate knowledge, an atmosphere of intellectual freedom is indispensable for staff.

Staff should follow certain ethics inside the classroom especially when communicating with the students.

1. The faculty-student relationship should have standard.
2. Must not be influenced by religion, caste, economic status, or favouritism
3. Present the appropriate context for course content.
4. Responsibility to go to classes as scheduled
5. Creating a climate that encourages the student to learn in the classroom or laboratory.
6. Exemplify high scholarly standards.
7. Respect and foster the student's right to pursue her own educational goals.
8. As teachers we should give respect & credit to the student.
9. Acknowledge & appreciate students' contribution to Department activities
We ought to be kind & firm
10. We must be careful not to lose our credibility & respect
11. We must avoid cheap popularity.
12. While counseling you can spare more time & can speak in Tamil.
13. We must try our level best to converse in English in order to avoid unnecessary issues.
14. We should never use harsh/rude/hurting words.
15. We must avoid exploitation of students on any account.
16. While presenting papers or writing research papers we must give due acknowledgement to student's contribution.
17. We must recognize the differences in aptitude & capabilities among students.
18. Strive to meet their individual needs.

Freedom entails responsibilities towards

1. students
2. colleagues
3. institution
4. community

The teachers should first of all know their responsibilities towards Students, colleagues, both teaching, non-teaching staff, authorities, guardians and to the society.

Day 6 10.11.2016 three resource persons Ms.J.Asnet Mary, Dept. of Zoology, Dr. C. Sahayamary Sophia, The Research Centre of Economics and Ms. Saral Evangelin, Dept. of History shared their thoughts about "Capacity Building".

Ms. J. Asnet Mary, resource person started the session by detailing how to shape or mold the students behavior. First in order to do that a gap analysis should be analyzed between the staff-student relationships. We need to analyze the basic behavioral terms such as Encouraged, Discouraged, Withdrawn and Disruptive behaviours. Teacher should be aware of Stimuli/Response strategy. Positive reinforcement is needed to encourage students. To shape the



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students in certain cases small punishments are also encouraged to make the students understand and come out of their mistakes. She also quoted the famous lines written by M.K. Gandhi “Be the Change you want to see in your world”. She also explained that basic behavior principles like antecedent, behavior and consequence needs to be followed.

Dr. C. Sahayamary Sophia shared her thoughts and provoked the minds of everyone by sharing several inspirational videos and how to make strategic decisions. She also nurtured the minds how to build capacity to develop and sustain our skills for sustaining ourselves in the society.

Ms. Saral Evangelin started the session by defining human relations objective is “How to get along better with other people”. To understand these concepts we need to know about 3 Human Relations principle, 4 requirements for effective human relations and 5 vital Human Relations skill. Human relation is a skill or ability to work effectively through and with other people. In all aspect of life we have to deal with people. Developing good “people skill” is vital. “No matter what you do in life or how well you do it, your relation with others is the key to your success or failure”. She added that “People will forget what you said, they will forget what you did but they will never forget how you made them feel”.

3 Human Relations Principle include Become a friendlier person, Become more approachable and Become a leader

4 Requirements includes Good Communicaiton, Empathy, Ability to manage stress and Resolve conflicts.

5 Vital Human relation skills include People have names use them, Everyone wants to be heard listen, Make everyone feel good, Don't act when upset or angry and say thank you in all your endeavors.

Another session was delivered by Dr. P. Uma, MBA Director on the topic entitled “Stress & Time Management”. She started the session by having interactions among staff members. She defined stress as a physical, mental, or emotional response to events that causes bodily or mental tension. Simply put, stress is any outside force or event that has an effect on our body or mind. She also detailed the signs and myths of stress. Signs of stress can be either physical stress or mental stress. We can manage stress by “Live with an Attitude of Gratitude Be Grateful for what you have”. Stress and time management should go hand in hand. To overcome stress time management is a vital one. Time management includes **Get organized, Get structured, Set short term goals, Set long term goals, Use a planner, daily schedule and “To Do” list.** We can overcome stress by time management, Relaxation, Cognitive thoughts, Spirituality and eating habits.



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Stress can also be managed by keeping in mind

1. **Let go of perfectionism**
2. **Learn to be flexible**
3. **Relax your standards**
4. **Focus less on pleasing others and more on pleasing yourself**
5. **Stay away from negative people**
6. **Surround yourself with upbeat, flexible and fun people.**

Time is perfectly managed by considering these key points in mind to Set goals, Prioritize, Organize, Learn when to say “NO”, Use your waiting time, Concentrate on the task at hand, Consider your personal prime time and Celebrate success.

Day 7 11.11.2016 Dr. Auxilia Felicitas, The Research Centre of Commerce delivered a lecture on “Quality Sustenance & Enhancement”. The session was started by giving the objectives and vision of the quality sustenance and enhancement.

Quality has now become the key word in higher education. Today, enhancing and sustaining quality is the biggest challenge before the higher educational system. Excellence is the cornerstone of academic arena, but the quest for quality has acquired a new urgency in recent years. Across the world, quality assurance has become an increasingly dominant theme in higher education in the past ten years.

International processes play an important role in the way quality assurance is interpreted and implemented. They illustrate the creativity and enthusiasm with which people in challenging circumstances commit themselves to raising standards and defending the quality of higher education. They revealed the extent to which the enthusiastic and committed staff were driven by the obstacles and challenges which they had encountered and reveal continuing challenges and areas where a deeper understanding may be needed, which may in turn provide an agenda for future.

A quality-conscious system could produce people who have the attributes of functional and social relevance, mental ability and physical dexterity, efficacy and reliability, and exercise initiative and make innovation and experimentation with new situations. (a policy perspective on the quality of education, (1985) entitled ‘Challenges of Education’)



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Quality Assurance Needs

1. Commitment,
2. Communication and
3. Involvement

In ensuring and sustaining quality in education the role of **TEACHERS** is very crucial. They are the most important part of qualitative education. Administration based on the principle of cooperation and understanding among the stakeholders usher in achieving the quality enhancement and sustenance of teaching and learning in the educational institution. Technology and funding agencies also play important role QE&S.

Quality of higher education is a multi-dimensional concept. It lies in the

1. effectiveness of transmitting knowledge and skill
2. authenticity, content, coverage and depth of information
3. availability of reading/teaching materials
4. help in removing obstacles to learning
5. applicability of knowledge in solving the real life problems
6. fruitfulness of knowledge in personal and social domains
7. convergence of content and variety of knowledge over space (countries and regions) and different sections of the people and
8. cost effectiveness and administrative efficiency.

She also insisted that to achieve good quality sustenance and enhancement the progress has to be from GOOD ---» BETTER ---» EXCELLENCE ---» MORE EXCELLENCE.

Quality Enhancement and assurance touches all aspects of life. In EDUCATION It covers

1. curriculum development
2. teaching, learning and evaluation
3. staff development
4. research
5. extension
6. Role of Teachers in QE&S.
7. student support activities (QE&S in Best Practices).
8. infrastructure(Role of ICTs in QE&S)
9. placement
10. management & leadership.(Role of Administration in QE&S.)



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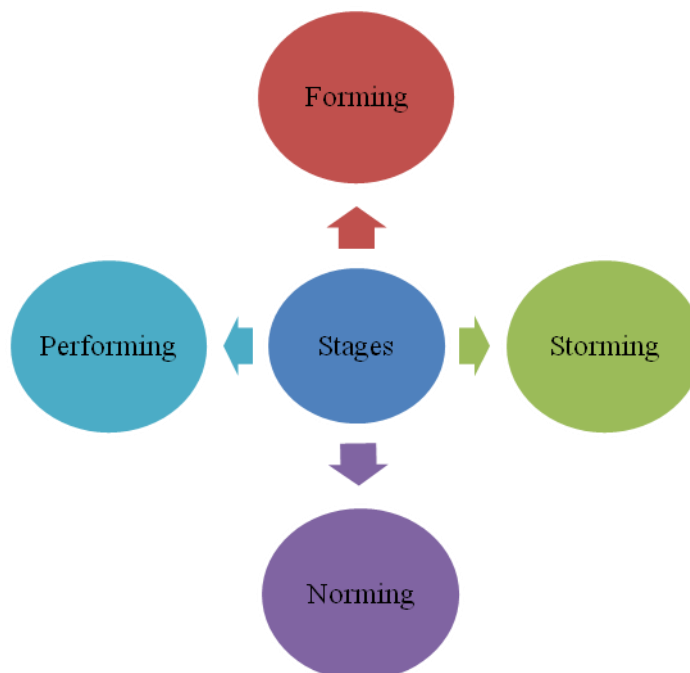


Quality assurance can come through teachers who are willing to accept their responsibility to their students, institution, society and mission. This requires **dedication** on our part. The teachers should be exposed to emerging frontiers of knowledge so that they can update their teaching abilities and skills. Development of national qualifications frameworks becomes an integral component of quality assurance.

She concluded her session by quoting swami Vivekananda wordings. A nation cannot progress without education of persons. “Education, can unlock all doors for a progress” (Swami Vivekananda) If India is to grow to its full potential as a strong, united, prosperous nation, a nation attuned to the highest and ethical moral values, with its cultural and spiritual heritage, it is possible only through transformation and regenerative power of education.

Final session was delivered by Dr. P. Shyamala, PG Department of IT in the topic “Group Dynamics and Team Building”.

The session was very interactive and team building schemes were demonstrated by organizing events. This makes each one of us to have strategic thinking while working in teams. The session was started by briefing “**Individual commitment to a group effort is what makes a team work**”. A team is a number of persons associated together in work or activity. A powerful fuel that allows common people to attain uncommon results. Also the need for team work in organization is detailed like “Need of all people working together for the same organization is to make the organization profitable”. She also briefed how to form an effective team in order to achieve the goals. There are several stages in team building.



In team work behaviours also play a vital role. Constructive feedback, Group co-ordination is essential. We should also understand that team work does not come naturally. We have to clearly identify and explain the concept before forming a team. Four paradigms of human interaction are identified as Lose/Win, Win/Lose, Lose/Lose, Win/Win. We train our team mates in such a way that we need to follow Win/Win strategy. Factors that hinder good working



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relationships should be identified and eradicated to achieve best results. Effective communication, Team Working Agreement, Effective meetings, Project management and Conflict management should be identified as the key for any teamwork skills. A successful team should have possess clear expectation, Commitment, Competence, Collaboration, Communication, Creative innovation, Consequences, Coordination, Cultural changes and Control. Finally she concluded the session by insisting that when “I” is replaced by “WE” “Illness” become “Wellness”.



Session on “Teachers Response to Pluralistic Context”



Session on “Team Building”



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Sessions handled by Resource Persons



Group Discussion by Faculty Members



Concluding Remarks by Dr. Sr. K. Fatima Mary, Principal



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FATIMA COLLEGE (AUTONOMOUS), MADURAI - 625018

7 - DAY FACULTY TRAINING PROGRAMME FOR

NEWLY APPOINTED STAFF (I BATCH)

ORGANIZED BY IQAC

04 -11 NOVEMBER, 2016

PROGRAMME SCHEDULE

| Day-1 (04.11.2016) | | |
|---------------------------|---|--|
| TIME | DETAILS | RESOURCE PERSON |
| 8.30 a.m.-9.00 a.m. | Inaugural Address | Dr. Sr. K. Fatima Mary , Principal |
| 9.00 a.m.-1.00p.m. | St. Joseph's Culture&Legacy | Dr. Sr. Francisca Flora Secretary |
| Day-2 (05.11.2016) | | |
| 8.30 a.m.-11.30 a.m. | St. Joseph's Culture & Legacy | Dr. Sr. Francisca Flora Secretary |
| 11.30 a.m. – 12.30p.m. | Fatima Culture & Tradition | Dr. Sr. K. Fatima Mary , Principal |
| Day-3 (07.11.2016) | | |
| 8.30 a.m.-10.00 a.m. | Need for Social Consciousness | Sr. Fatima Antony , Former Principal, Fatima College, Madurai |
| 10.15 a.m. – 11.45 a.m. | Teacher's Response to Pluralistic Context | Dr. Sr. K. Fatima Mary , Principal |
| Day-4 (08.11.2016) | | |
| 8.30 a.m.-10.00 a.m. | Emotional Quotient | Dr. A. Roselin Mary , The Research Centre of English |
| 10.15 a.m. – 11.45 am | Teacher's Decorm | Dr. S. Maria Packiam , Dept. of History |
| Day-5 (09.11.2016) | | |
| 8.30 a.m.-10.00 a.m. | Drive towards Value Inculcation | Dr. Jacqueline Gigi Vijayakumar , Research Centre of Commerce |
| 10.15 a.m. – 11.45 am. | Professional Ethics | Dr.Vasantha Esther Rani , Dept. of Home Science with FBT |



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| | | |
|---------------------------|----------------------------------|--|
| | | |
| Day-6 (10.11.2016) | | |
| 8.30 a.m.-10.00 a.m. | Quality Sustenance & Enhancement | Dr.Auxilia Felicitas , The Research Centre of Commerce |
| 10.15 a.m. – 11.45 a.m. | Stress & Time Management | Dr. P. Uma , MBA Director |
| 11.45 a.m.- 1.00 p.m. | Capacity Building | <ul style="list-style-type: none"> • Ms. J. Asnet Mary, Dept. of Zoology • Dr. C. Sahayamary Sophia, The Research Centre of Economics • Ms. SaralEvangelin, Dept. of History |
| Day-7 (11.11.2016) | | |
| 8.30 a.m.-10.00 a.m. | Group Dynamics and Team Building | Dr.Shyamala , PG Dept. of IT |
| Feedback | | |



| Name of the Faculty | | 04.11.2016 | 05.11.2016 | 07.11.2016 | 08.11.2016 | 09.11.2016 | 10.11.2016 | 11.11.2016 |
|--|--------------------------|------------|------------|------------|------------|------------|------------|------------|
| Department of Computer Science | | | | | | | | |
| 25. | Dr. S. Arul Jothi | A | A | A | A | A | A | A |
| 26. | Ms. N. Muthulakshmi | M | M | A | M | M | M | M |
| Department of Commerce | | | | | | | | |
| 27. | Dr. S. P. Savitha | S | S | S | S | S | S | S |
| 28. | Ms. J. Shifa Fatima | | | | | | | |
| 29. | Ms. S. Renugadevi | R | R | R | R | R | R | R |
| French | | | | | | | | |
| 30. | Ms. A. Sarpia Rani | A | A | A | A | A | A | A |
| Department of MBA | | | | | | | | |
| 31. | Dr. S. Beulah Mabel | B | B | B | B | B | B | B |
| Department of MCA | | | | | | | | |
| 32. | Ms. S. Selvarani | S | S | - | S | S | | |
| Department of Information Technology | | | | | | | | |
| 33. | Ms. T. Charanya Nagammal | | | | | | | |
| Department of Business Administration | | | | | | | | |
| 34. | Ms. K. Kavipriya | K | K | K | K | K | K | K |
| Department of Computer Applications | | | | | | | | |
| 35. | Dr. G. Preetha | G | G | G | G | G | G | G |

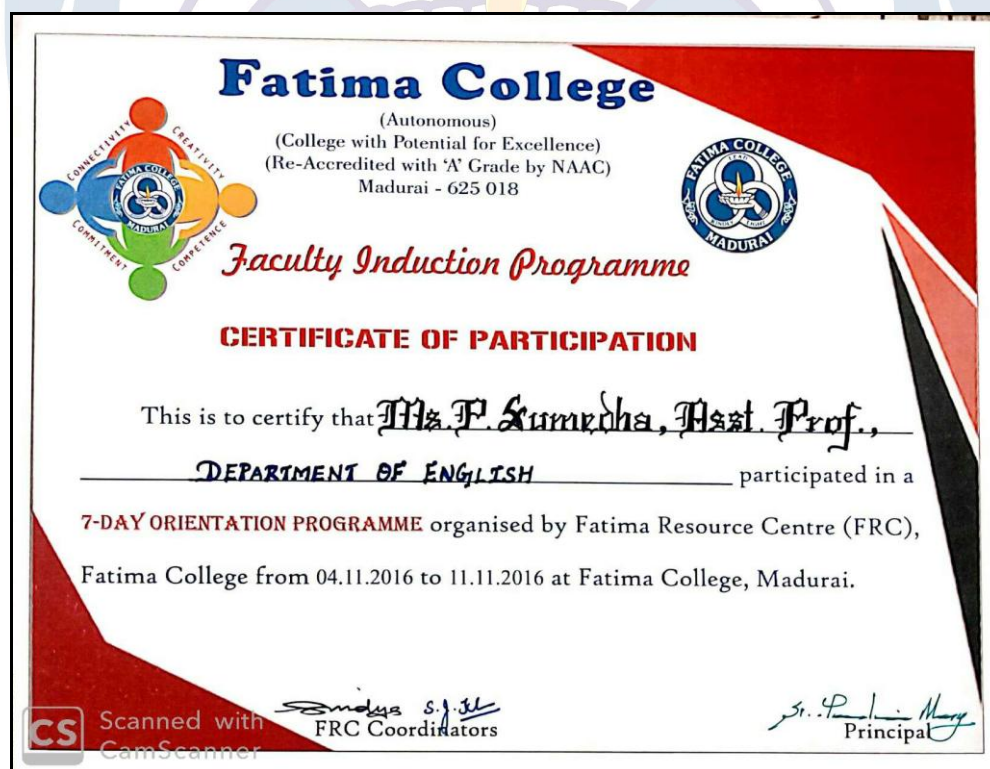
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REPORT

FATIMA COLLEGE (AUTONOMOUS), MADURAI

EFFECTIVE ENGLISH COMMUNICATION SKILLS TRAINING

FOR TEACHING STAFF

ORGANISED BY IQAC IN COLLABORATION WITH IL&FS

13.11.2016 -14.11.2016 & 20.11.2016 - 22.11.2016

Mr. Lakshmi Narayanan, English Language Trainer, IL&FS, (Education and Technology Services Limited) presenting a session on Effective Communication Skills for Batch I of our faculty



Batch I of our staff who attended the IL&FS Effective Communication Skills Course



Criterion : VI - Governance, Leadership and Management

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Ms. Archana, English Language Trainer, IL&FS, (Education and Technology Services Limited) presenting a session on Effective Communication Skills for our faculty



Ms. Golda Sunder, English Language Trainer, IL&FS, (Education and Technology Services Limited) presenting a session on Effective Communication Skills for our faculty



Batch II of our staff who attended the IL&FS Effective Communication Skills Course





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Dr.S. SairaBanu, Co-ordinator, IL&FS Effective Communication Skills Course addressing the trainees



Dr. G. Priya, Assistant Professor, Research Centre of English proposing the Vote of thanks at the end of the IL&FS Effective Communication Skills Course conducted for our Faculty





Criterion : VI - Governance, Leadership and Management

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FATIMA COLLEGE (AUTONOMOUS), MADURAI
EFFECTIVE ENGLISH COMMUNICATION SKILLS TRAINING
FOR TEACHING STAFF

ORGANISED BY IQAC IN COLLABORATION WITH IL&FS

SCHEDULE

- Resource Person : Mr. Lakshmi Narayanan,
Ms. Golda Sunder and
Ms. Archana, English
Language Trainers, IL&FS.
- Date : 13.11.2016 & 14.11.2016
20.11.2016 - 22.11.2016
- Time : 2.30 a.m. – 4.00 p.m.
- Venue : Language Lab – II (L2)



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FATIMA COLLEGE (AUTONOMOUS), MADURAI
EFFECTIVE ENGLISH COMMUNICATION SKILLS
COURSE
FOR TEACHING STAFF
ORGANISED BY IQAC IN COLLABORATION WITH
IL&FS
PARTICIPANTS LIST

13.11.2016 -14.11.2016 &
 20.11.2016 - 22.11.2016

| S. No. | Name of the Staff | Designation | Name of the Department |
|--------|-------------------------------|-------------|---------------------------|
| 1. | Dr. D. Latha Kumari | Asst. Prof. | History |
| 2. | Ms. J. Johnal Gladis Racheal | Asst. Prof. | Economics |
| 3. | Ms. G. Dhanalakshmi | Asst. Prof. | Sociology with Com. Appl. |
| 4. | Mrs. M. Suganya | Asst. Prof. | Sociology with Com. Appl. |
| 5. | Ms. J. Sophia Gnanamani | Asst. Prof. | Sociology with Com. Appl. |
| 6. | Dr. G. Priya | Asst. Prof. | English |
| 7. | Ms. A. J. Aruna | Asst. Prof. | English |
| 8. | Ms. M. Esther | Asst. Prof. | English |
| 9. | Ms. S. Monica Lilly | Asst. Prof. | English |
| 10. | Dr. R. Saktheshwari | Asst. Prof. | English |
| 11. | Ms. Reenu John | Asst. Prof. | English |
| 12. | Ms. A. Sahaya Roseline Divya | Asst. Prof. | Mathematics |
| 13. | Ms. T. M. Srilatha | Asst. Prof. | Mathematics |
| 14. | Ms. S. P. Aswana | Asst. Prof. | Physics |
| 15. | Ms. M. Gladis Joysi | Asst. Prof. | Physics |
| 16. | Ms. J. Asnet Mary | Asst. Prof. | Zoology |
| 17. | Ms. J. Thelma | Asst. Prof. | Zoology |
| 18. | Dr. Mrs. V. Bharathy | Asst. Prof. | Zoology |
| 19. | Dr. B. Vinosha | Asst. Prof. | Chemistry |
| 20. | Mrs. V. Aruldeepa | Asst. Prof. | Chemistry |
| 21. | Ms. J. Kileyoba Vinnarasi | Asst. Prof. | Chemistry |
| 22. | Dr. K. Karthiga | Asst. Prof. | Home Science with FBT |
| 23. | Ms. D. Mouna | Asst. Prof. | Home Science with FBT |
| 24. | Dr. C. Priyalatha | Asst. Prof. | Home Science with FBT |
| 25. | Ms. K. U. Pavithra Krishna | Asst. Prof. | Home Science with FBT |
| 26. | Ms. A. Mabel Esther Paripurna | Asst. Prof. | FDGC |
| 27. | Ms. C. Bhuvaneswari | Asst. Prof. | FDGC |
| 28. | Ms. N. Muthulakshmi | Asst. Prof. | Commerce |
| 29. | Mrs. S. P. Savitha | Asst. Prof. | Commerce |
| 30. | Mrs. S. Renugadevi | Asst. Prof. | Commerce |
| 31. | Mrs. N. Jenifer Sharon | Asst. Prof. | Commerce |



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



| | | | |
|-----|------------------------------|-------------|-----------------------------|
| | Sumathi | | |
| 32. | Mrs. V. Sharmila | Asst. Prof. | Part – I Hindi |
| 33. | Mrs. A. Sarpia Rani | Asst. Prof. | Part – I French |
| 34. | Mrs. C. Sujatha | Asst. Prof. | Librarian |
| 35. | Mrs. M. Sudhadevi | Asst. Prof. | English (Shift II) |
| 36. | Ms. D. Ramya | Asst. Prof. | English (Shift II) |
| 37. | Ms. R. Narmatha | Asst. Prof. | English (Shift II) |
| 38. | Mrs. P. Sumedha | Asst. Prof. | English (Shift II) |
| 39. | Ms. Aabhidha Thaslim | Asst. Prof. | English (Shift II) |
| 40. | Ms. R. S. Sabeetha | Asst. Prof. | English (Shift II) |
| 41. | Ms. T. D. Ponmalar | Asst. Prof. | Journalism & Mass Comm. |
| 42. | Mrs. Audrey Simon | Asst. Prof. | Journalism & Mass Comm. |
| 43. | Ms. T. Charanya Nagammal | Asst. Prof. | Information Technology |
| 44. | Ms. M. Lydia PackiamMettilda | Asst. Prof. | Information Technology |
| 45. | Ms. J. ShifaFathima | Asst. Prof. | Information Technology |
| 46. | Ms. A. Rosary Infanta | Asst. Prof. | Business Administration |
| 47. | Mrs. D. Sangeetha | Asst. Prof. | Business Administration |
| 48. | Ms. B. Sakila | Asst. Prof. | Business Administration |
| 49. | Mrs. A. Vasuki | Asst. Prof. | Mathematics (Shift II) |
| 50. | Ms. M. Nancy Femila | Asst. Prof. | Mathematics (Shift II) |
| 51. | Ms. D. Catherine Dhipthi | Asst. Prof. | Mathematics (Shift II) |
| 52. | Ms. Z. Shaheen Piyarijan | Asst. Prof. | Mathematics (Shift II) |
| 53. | Mrs. T. A. Kanmani | Asst. Prof. | Mathematics (Shift II) |
| 54. | Mrs. A. Punitha Roselin | Asst. Prof. | Computer Applications (BCA) |
| 55. | Ms. K. Sankareswari | Asst. Prof. | Computer Applications (BCA) |
| 56. | Ms. G. Preetha | Asst. Prof. | Computer Applications (BCA) |
| 57. | Ms. L. Delphin Sahaya Rani | Asst. Prof. | Computer Applications (BCA) |
| 58. | Dr. K. BalaSathya | Asst. Prof. | Commerce with Com. Appl. |
| 59. | Ms. M. Fanny | Asst. Prof. | Commerce with Com. Appl. |
| 60. | Ms. G. OviaKodi | Asst. Prof. | Commerce with Com. Appl. |

A. T. S. S. S. S.
IQAC Coordinator

IQAC CO-ORDINATOR
 Fatima College (Autonomous),
 Madurai-625018.



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



FATIMA COLLEGE (AUTONOMOUS), MADURAI - 625018

7 - DAY FACULTY TRAINING PROGRAMME FOR THE

NEWLY APPOINTED TEACHING STAFF

ORGANIZED BY IQAC

BATCH - II

14 -21 DECEMBER, 2016

REPORT

The Seven-day Induction Programme for the staff members for the academic year 2016-2017 commenced on 14.12.2016 and extended upto 21.12.2016 at A2 in our campus. The primary objective of this programme is to ensure a holistic development of the teaching fraternity of this institution and to enlighten the new appointees of this college from all disciplines of teaching with the work-culture, professional ethics, historicity and the cultural legacy of St. Joseph's of Leons.

The first day of the induction programme began at 1.00 p.m at with a solemn invocation to the almighty and a grand inauguration by our Sr. Principal, Rev. Dr. K. Fatima Mary followed by her introductory key-note address. Sr. Principal motivated the staffs with her dynamic speech that enriched the intellectual pursuits and served as an eye-opener to all the participants. The introductory session ended fruitfully at 4.p.m with a vote of thanks.

The second day of the induction programme was scheduled from 11.20 a.m to 2.45 p.m on 15.12.2016. The day's session began at 11.20 a.m with prayer followed by Guest Lectures delivered by three eminent resource persons of our college on various topics. The first guest speaker Dr.A.Roselin Mary, Head, The Research Centre of English delivered the key- note address on "Emotional Quotient". The Lecture turned out to be an interactive and a thought-provoking session that opened new vistas of psychology. The second resource person Dr.Uma, Director, MBA took over the session at 12.20 p.m and delivered a speech on "Stress and Time Management". It was an activity- based learning experience where the staffs were enlightened with simple techniques to overcome and handle stress effectively. The third session resumed after a break at 1.40 p.m and the session was handed over to Dr.Maria Packiam, Head, Department of History to give a talk on "Teacher's Decorum". She inculcated the pre-requisite core-values, leadership skill, adaptation to the new work culture and the professional ethics necessary for every teacher to equip oneself intellectually create a quality- teaching environment and render a value-based education to the students.

The third day of the induction programme was on 16.12.2016 at 11.20 a.m initiated by the choir team. Sr.Fatima Antony, Former Principal, Fatima College inspired the young team of participants by sharing her momentous experiences and challenging encounters with the prisoners in Madurai through her awesome speech on the topic "Need for Social Consciousness". Ms.R.Alphonsa Fernando, Associate Professor, Department of Physics addressed the young teachers on "Spiritual Quotient" with an objective of training young teachers to understand the fundamental principles and factors that govern humanity.



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



She detailed on the significance of undertaking any task with dedication and leading a virtuous life with a mission to unveil and understand the real purpose of one's life with a scientific approach.

The fourth day of the programme scheduled on 17.12.2016 aimed to inculcate, nourish and cultivate the essence of core values with a pedagogical approach through a motivating lecture by Dr. Jacqueline Gigi Vijayakumar, Head, Research Centre of Commerce with a special emphasis on the need to impart and disseminate moral values and ethics to the students. The second session commenced at 12.25 p.m with an endearing speech on "Professional Ethics" by Dr. Vasantha Esther Rani. At 1.15 p.m Dr. Auxilia Felicitas, The Research Centre of Commerce took over the session with her zealous presentation on the topic "Quality Sustenance and Enhancement" highlighting the historical backdrop, accomplishments and the vital role of IQAC wing in the steady progress and development of the institution from the day of its establishment till date.

Day five and six of the induction programme was presided over by Rev. Sr. Secretary, Dr. Francisca Flora. The days commenced with a dedicated invocation to the almighty through prayer. Sister captivated the minds of the team of young teachers through her remarkable lecture on the topic "St. Joseph's Culture and Legacy". The young minds were guided to live justice, uphold integrity, remain compassionate to the less-fortunate, instigated to attain leadership qualities and develop their professional skills at all levels. She elaborated on the historicity of the divine congregation of St. Joseph of Leons, the rich heritage, cultural backdrop and the legacy of the upholding the roots of this esteemed culture over the years from the day of inception of this institution till date. The sessions ended with a positive note of assurance from the new teachers.

Day seven which was fixed on 21.12.2016 began enthusiastically with a series of three guest lectures on "Capacity Building" by Ms. Asnet Mary, Department of Zoology, Dr. C. Sahaya Mary Sophia, the Research Centre of Economics and Ms. Saral Evangelin, Department of History which enhanced the new staff members to unearth their innate potentialities, explore means to maintain cordial relationships with colleagues and adapt themselves to the new work-culture. The session was finally handed over to Dr. Shyamala, PG Department of IT who provoked an amazing activity-based learning experience on "Group Building and Team Dynamics". It turned out to be a power-booster and a source of rejuvenation for the young minds who understood the value of dynamism and team spirit.

The final day of the Induction Programme witnessed a grand finale of the valediction ceremony by Rev. Sr. Principal who received the feedback orally from all the participants in which all the beneficiaries actively shared their experiences and the knowledge gained through the seven-day induction programme positively. The feedback session was followed by a powerful valedictory address by the Principal to the gathering. A Certificate of participation was awarded by Rev. Sr. Principal to all the participants of the seven-day Induction Programme. Written feedbacks about the programme was also collected from all the participants. The programme came to a grand close at 4.00 p.m with a positive note of assurance and vote of thanks.



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



The Seven-day Induction programme organised by our institution turned out to be an innovative and a full-fledged interactive programme. The grand success of this programme could be attributed to the meticulous planning and the genuine concern of the management and the self-spirited drive, artistic craftsmanship and the earnest efforts of the coordinators Dr. S. J. Kala and Mrs. Vidya towards the task.



7 - Day Induction Programme for the Teaching Staff



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



FATIMA COLLEGE (AUTONOMOUS), MADURAI – 625018

7 - DAY FACULTY TRAINING PROGRAMME FOR THE

NEWLY APPOINTED TEACHING STAFF

ORGANIZED BY IQAC

BATCH - II

14 -21 DECEMBER, 2016

SCHEDULE

| Day-1 (14.12.2016) | | |
|---------------------------|-----------------------------------|--|
| TIME | DETAILS | RESOURCE PERSON |
| 1.00 p.m. to 4.00 p.m. | Inauguration & Introduction | Dr. Sr. K. Fatima Mary , Principal |
| Day-2 (15.12.2016) | | |
| 11.20 a. m. to 12.20 p.m. | Emotional Quotient | Dr. A. Roselin Mary , The Research Centre of English |
| 12.20 p. m. to 1.20 p.m. | Stress & Time Management | Dr. P. Uma , MBA Director |
| 1.40 p.m. to 2.45 p.m. | Teacher's Decorm | Dr. S. Maria Packiam , Dept. of History |
| Day-3 (16.12.2016) | | |
| 11.20 a. m. to 12.50 p.m. | Need for Social Consciousness | Sr. Fatima Antony , Former Principal, Fatima College, Madurai |
| 1.15 p. m. to 2.45 p.m. | Spiritual Quotient | Ms. R. Alphonsa Fernando , Dept. of Physics |
| Day-4 (17.12.2016) | | |
| 11.20 a. m. to 12.20 p.m. | Drive towards Value Incultation | Dr. Jacqueline Gigi Vijayakumar , Research Centre of Commerce |
| 12.20 p. m. to 1.20 p.m. | Professional Ethics | Dr. Vasantha Esther Rani , Dept. of Home Science with FBT |
| 1.30 p.m. to 2.45 p.m. | Quality Sustenance & Enhancement | Dr. Auxilia Felicitas , The Research Centre of Commerce |
| Day-5 (19.12.2016) | | |
| 11.20 a. m. to 2.45 p.m. | St. Joseph's Culture & Legacy | Dr. Sr. Francisca Flora , Secretary |
| Day-6 (20.12.2016) | | |
| 11.20 a. m. to 2.45 p.m. | St. Joseph's Culture & Legacy | Dr. Sr. Francisca Flora , Secretary |
| Day-7 (21.12.2016) | | |
| 11.20 a. m. to 12.50 p.m. | Capacity Building | Ms. J. Asnet Mary , Dept. of Zoology Dr. C. Sahayamary Sophia , The Research Centre of Economics Ms. Saral Evangelin , Dept. of History |
| 1.15 p. m. to 2.15 p.m. | Group Dynamics and Team Building | Dr. Shyamala , PG Dept. of IT |
| 2.15 p. m. to 3.00 p.m. | Feedback & Valediction | |



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



FATIMA COLLEGE (AUTONOMOUS), MADURAI - 625018

7 - DAY FACULTY TRAINING PROGRAMME FOR THE

NEWLY APPOINTED TEACHING STAFF

ORGANIZED BY IQAC

BATCH - II

14 -21 DECEMBER, 2016

ATTENDANCE SHEET

The following staff members will have a 7-Day Induction Programme on campus

Date: 14.12.2016 to 21.12.2016

Venue: A2

14.12.2016 Time: 1.00 p.m to 4.00 p.m

21.12.2016 Time: 11.20 a.m to 3.00 p.m

15.12.2016 to 20.12.2016 Time: 11.20 a. m to 2.45 p.m

| Name of the Faculty | 14.12.2016 | 15.12.2016 | 16.12.2016 | 17.12.2016 | 19.12.2016 | 20.12.2016 | 21.12.2016 |
|---------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|-----------------------|
| Department of History | | | | | | | |
| 1. Dr. B. Bala Parameswari | B.B.P. 14/12/16 | B.B.P. 15/12/16 | B.B.P. 16/12/16 | B.B.P. 17/12/16 | B.B.P. 19/12/16 | B.B.P. 20/12/16 | B.B.P. 21/12/16 |
| 2. Ms. G. Vennila | G. Vennila 14-12-16 | G. Vennila 15/12/16 | G. Vennila 16-12-16 | G. Vennila 17-12-16 | G. Vennila 17-12-16 | G. Vennila 17-12-16 | G. Vennila 21-12-16 |
| The Research Centre of Tamil | | | | | | | |
| 3. Dr. N. Renuka | P | | | | | | |
| The Research Centre of English | | | | | | | |
| 4. Dr. R. Saradha | R. Saradha 14/12/16 | R. Saradha 15/12/16 | R. Saradha 16/12/16 | R. Saradha 17/12/16 | R. Saradha 19/12/16 | R. Saradha 20/12/16 | R. Saradha 21/12/16 |
| 5. Ms. J. Bavithra | Bavithra J 14-12-16 | Bavithra J 15-12-16 | Bavithra J 16-12-16 | Bavithra J 17-12-16 | Bavithra J 19-12-16 | Bavithra J 20-12-16 | Bavithra J 21-12-2016 |
| HINDI | | | | | | | |
| 6. Ms. E. Supriya | Supriya 14/12/16 | Supriya 15/12/16 | Supriya 16/12/16 | Supriya 17/12/16 | Supriya 19/12/16 | Supriya 20/12/16 | Supriya 21/12/16 |
| Department of Mathematics | | | | | | | |
| 7. Dr. J. S. Sathya | J.S. Sathya 14/12/16 | J.S. Sathya 15/12/16 | J.S. Sathya 16/12/16 | J.S. Sathya 17/12/16 | J.S. Sathya 19/12/16 | J.S. Sathya 20/12/16 | J.S. Sathya 21/12/16 |
| Department of Zoology | | | | | | | |
| 8. Ms. J. Thelma | Thelma 14/12/16 | Thelma 15/12/16 | Thelma 16/12/16 | Thelma 17/12/16 | Thelma 19/12/16 | Thelma 20/12/16 | Thelma 21/12/16 |

| Name of the Faculty | 14.12.2016 | 15.12.2016 | 16.12.2016 | 17.12.2016 | 19.12.2016 | 20.12.2016 | 21.12.2016 |
|----------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| 9. Ms. J. Asnet Mary | [Signature] | [Signature] | [Signature] | [Signature] | [Signature] | [Signature] | [Signature] |
| BBA | | | | | | | |
| 10. Dr. N. Vanitha | [Signature] | [Signature] | [Signature] | [Signature] | [Signature] | [Signature] | [Signature] |
| 11. Ms. J. Saranya | [Signature] | [Signature] | [Signature] | [Signature] | [Signature] | [Signature] | [Signature] |
| BCA | | | | | | | |
| 12. Mrs. A. Punitha Roselin | [Signature] | [Signature] | [Signature] | [Signature] | [Signature] | [Signature] | [Signature] |
| Information Technology | | | | | | | |
| 13. Mrs. T. Charanya Nagammal | [Signature] | [Signature] | [Signature] | [Signature] | [Signature] | [Signature] | [Signature] |
| 14. Ms. V. Jane Varamani Sulekha | [Signature] | [Signature] | [Signature] | [Signature] | [Signature] | [Signature] | [Signature] |
| Mathematics (SF) | | | | | | | |
| 15. Ms. R. Isabell Sheela | [Signature] 14/12/16 | [Signature] 15/12/16 | [Signature] 16/12/16 | [Signature] 17/12/16 | [Signature] 19/12/16 | [Signature] 20/12/16 | [Signature] 21/12/16 |
| 16. Mrs. B. Vethamary Jacqueline | [Signature] 14/12/16 | [Signature] 15/12/16 | [Signature] 16/12/16 | [Signature] 17/12/16 | [Signature] 19/12/16 | [Signature] 20/12/16 | [Signature] 21/12/16 |
| 17. Ms. C. Stella (Physics) | [Signature] 14/12/16 | [Signature] 15/12/16 | [Signature] 16/12/16 | [Signature] 17/12/16 | [Signature] 19/12/16 | [Signature] 20/12/16 | [Signature] 21/12/16 |
| English (SF) | | | | | | | |
| 18. Ms. J. Amala Jeya Shali | [Signature] 14/12/16 | [Signature] 15/12/16 | [Signature] 16/12/16 | [Signature] 17/12/16 | [Signature] 19/12/16 | [Signature] 20/12/16 | [Signature] 21/12/16 |
| 19. Ms. T. Kalai priya | [Signature] 14/12/16 | [Signature] 15/12/16 | [Signature] 16/12/16 | [Signature] 17/12/16 | [Signature] 19/12/16 | [Signature] 20/12/16 | [Signature] 21/12/16 |

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Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



| Name of the Faculty | 14.12.2016 | 15.12.2016 | 16.12.2016 | 17.12.2016 | 19.12.2016 | 20.12.2016 | 21.12.2016 |
|--------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| 31. Mrs. J. Josephine Jesintha | J. Josephine Jesintha | J. Josephine Jesintha | J. Josephine Jesintha | J. Josephine Jesintha | J. Josephine Jesintha | J. Josephine Jesintha | J. Josephine Jesintha |
| M.Sc. Zoology | | | | | | | |
| 32. Dr. X. Devanya Rosaline | X. Devanya Rosaline | X. Devanya Rosaline | X. Devanya Rosaline | X. Devanya Rosaline | X. Devanya Rosaline | X. Devanya Rosaline | X. Devanya Rosaline |
| 33. Dr. R. Vanajothi | R. Vanajothi | R. Vanajothi | R. Vanajothi | R. Vanajothi | R. Vanajothi | R. Vanajothi | R. Vanajothi |
| M.Sc. Com. Sci. | | | | | | | |
| 34. Dr. T. Vasantha | T. Vasantha | T. Vasantha | T. Vasantha | T. Vasantha | T. Vasantha | T. Vasantha | T. Vasantha |
| M.Phil. Maths | | | | | | | |
| 35. Dr. N. Sathya Sundari | N. Sathya Sundari | N. Sathya Sundari | N. Sathya Sundari | N. Sathya Sundari | N. Sathya Sundari | N. Sathya Sundari | N. Sathya Sundari |
| M.Phil. English | | | | | | | |
| 36. Mrs. B. Charanya | B. Charanya | B. Charanya | B. Charanya | B. Charanya | B. Charanya | B. Charanya | B. Charanya |
| Sociology | | | | | | | |
| Dr. Sužanya | | | | | | | |

HOME SCIENCE

P. MARADANE

P. Rep. P. Rep.



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



Faculty Induction Programme



Fatima College (Autonomous)

(College with Potential for Excellence)
(Re-Accredited with 'A' Grade by NAAC)
Madurai - 625 018.

CERTIFICATE OF PARTICIPATION

This is to Certify that **Ms. H. Jane Jaramani**
Sulekha, Asst. Prof. of IT has participated in
A **7-DAY ORIENTATION PROGRAMME** organised by
FATIMA RESOURCE CENTRE from **14.12.16** to **21.12.16** at
Fatima College, Madurai.

S. J. S.
Organizer (s)

P. L. M.
Principal



Faculty Induction Programme



Fatima College (Autonomous)

(College with Potential for Excellence)
(Re-Accredited with 'A' Grade by NAAC)
Madurai - 625 018.

CERTIFICATE OF PARTICIPATION

This is to Certify that **Mrs. T. Charanya**
Nagammal, Asst. Prof. of IT has participated in
A **7-DAY ORIENTATION PROGRAMME** organised by
FATIMA RESOURCE CENTRE from **14.12.16** to **21.12.16** at
Fatima College, Madurai.

S. J. S.
Organizer (s)

P. L. M.
Principal





Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



FATIMA COLLEGE (AUTONOMOUS), MADURAI – 625018

**FACULTY DEVELOPMENT PROGRAMME
ON
STATISTICAL PACKAGE FOR SOCIAL SCIENCES (SPSS)**

ORGANIZED BY IQAC

9-10 FEBRUARY, 2017

REPORT

SPSS is short for Statistical Package for the Social Sciences, and it's used by various kinds of researchers for complex statistical data analysis. The Core Functions of SPSS was explained in a lucid manner by Ms. . **K. Sangeetha**,.

She explained the four programs offered by SPSS that assist researchers with their complex data analysis needs.

Statistics Program

SPSS's Statistics program provides a plethora of basic statistical functions, some of which include frequencies, cross tabulation, and bivariate statistics.

Modeler Program

SPSS's Modeler program enables researchers to build and validate predictive models using advanced statistical procedures.

Text Analytics for Surveys Program

SPSS's Text Analytics for Surveys program helps survey administrators uncover powerful insights from responses to open ended survey questions..

Visualization Designer

SPSS's Visualization Designer program allows researchers to use their data to create a wide variety of visuals like density charts and radial boxplots with ease.



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



FATIMA COLLEGE (AUTONOMOUS), MADURAI – 625018

**FACULTY DEVELOPMENT PROGRAMME
ON
STATISTICAL PACKAGE FOR SOCIAL SCIENCES (SPSS)**

ORGANIZED BY IQAC

9-10 FEBRUARY, 2017

SCHEDULE

Resource Person : Ms. K. Sangeetha,
Assistant Professor,
SVN College, Madurai

Date : 09.02.2017 & 10.02.2017

Time : 9.30 a.m. – 4.00 p.m.

Venue : Business Lab



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



FATIMA COLLEGE (AUTONOMOUS), MADURAI – 625018

**FACULTY DEVELOPMENT PROGRAMME
ON
STATISTICAL PACKAGE FOR SOCIAL SCIENCES (SPSS)**

ORGANIZED BY IQAC

PARTICIPANTS LIST

Date : 09.02.2017 & 10.02.2017

Venue: Business Lab

Resource Person: Ms. K. Sangeetha, Assistant Professor, SVN College,
Madurai

Department of Commerce with Computer Applications

1. Dr. M. Arasammal
2. Ms. A. Mable Jasmine Shobha
3. Mrs. K. Sangeetha
4. Mrs. P. Sakunthala
5. Ms. M. Deiva
6. Mrs. T. K. LathaMaheswari
7. Ms. M. Fanny
8. Ms. P. AmaliFathima
9. Ms. S. Sridevi
10. Mrs. K. M. Malini

IQAC Coordinator

IQAC CO-ORDINATOR
Fatima College (Autonomous),
Madurai-625018.



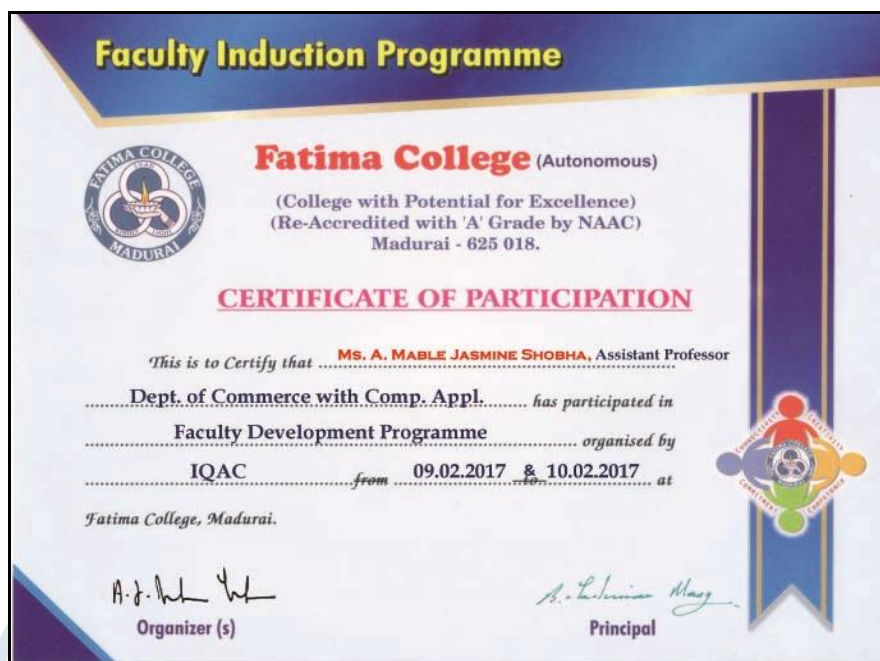
Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



CERTIFICATES





Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



FATIMA COLLEGE (AUTONOMOUS), MADURAI – 625018

TRAINING PROGRAMME ON SELF ANALYSIS AND WORK CULTURE

ORGANIZED BY IQAC

13.06.2016 & 14.06.2016

REPORT

On 13th June, the morning session started on the context, 'How to choose the best among the alternatives?'. Man, Gun and Tiger were taken into account. Man is superior to gun, gun is superior to tiger and tiger is superior to man. The members were asked to choose their best alternative. This was practically explained with a game. The best three characters of the people we loved was analysed. The best characters observed may be due to: (i) Similarity, (ii) Familiarity or (iii) Proximity with our character.

The noon session was taken over by Rev. Sr. Francisca Flora, Secretary of our college. She focused on St. Antony of Padua as it was his feast day. Then the characters of people were discussed. Anger was mentioned as the worst character of a human which makes him to behave like an animal. Do not show your anger on anybody. Try to explain everything kindly. Kindness costs nothing.

On 14th June, the morning session started with a discussion on, 'Who loves you truly and how to find it.' A power point was displayed on the meaning of meaning. A story of a businessman and a robber was given to be reflected.

The noon session was on, 'What are the important things in our life?'. The need Hierarchy Theory and the values in Rokeach's Survey were also discussed. The factors which motivated people work more were also focused on. Thus the session was a fruitful session.



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



Two-day Training Programme for the Non-Teaching staff

Organized by IQAC – June 13 & 14, 2016



Rev. Fr. Emmanuel Arockiam, Director, Jesuit Centre for Counselling, Loyola Technical Institute, Madurai, the resource person, engaging the participants in an activity to reinforce the significance of self-confidence and effective performance.





Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



FATIMA COLLEGE (AUTONOMOUS), MADURAI – 625018

TRAINING PROGRAMME ON SELF ANALYSIS AND WORK CULTURE

ORGANIZED BY IQAC

13.06.2016 & 14.06.2016

SCHEDULE

Resource Person : Rev. Fr. Emmanuel Arockiam,
Director,
Jesuit Centre for Counselling,
Loyola Technical Institute, Madurai

Date : 13.06.2016 & 14.06.2016

Time : 9.00 a.m. – 4.30 p.m.

Venue : A2



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



FATIMA COLLEGE (AUTONOMOUS), MADURAI – 625018
TRAINING PROGRAMME ON SELF ANALYSIS AND WORK CULTURE
ORGANIZED BY IQAC
13.06.2016 & 14.06.2016
PARTICIPANTS LIST

1. Sr. F. Arockia Mary
2. Sr. S. Stella Arul Mary
3. Mrs. G. Amali Fatima
4. Mrs. Mercy Fernando
5. Mrs. P. J. Philomena
6. Mr. T. Antony Dhanasekaran
7. Mrs. V. Elizabeth Rani
8. Mr. M. James
9. Mrs. S. SiriamalarAnnai Mary
10. Mrs. A. R. Jacintha
11. Mrs. J. Mary Clara Bai
12. Mrs. R. Sundari
13. Mrs. S. Mary Pushparani
14. Mr. S. Jesumani
15. Mr. S. Ganesan
16. Mr. T. Appavu
17. Mrs. M. MagdalineManonmani
18. Mrs. S. Emelda Daisy
19. Mrs. Akila
20. Mrs. Kaladevi
21. Mr. A. Silvester Lobo
22. Mr. I. Francis Xavier
23. Mrs. S. MahilPrabha
24. Mrs. JeyaBalaji
25. Mrs. L. Shanthi
26. Mrs. P. Jeya
27. Mr. M. Jeyakumar
28. Mr. P. Palani Kumar
29. Mrs. R. Leema Mary
30. Mr. R. Gomathi Nathan
31. Mrs. P. Nirmala
32. Mr. V. Venis
33. Mr. R. Boomi Nathan



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



34. Mr. G. Sai Sankar
35. Mr. Loyala Prince
36. Mrs. P. ShanthiRekha
37. Mrs. P. SenthilVadivu
38. Mrs. S. Annamayil
39. Mrs. S. Catherine
40. Mrs. N. Nachammai
41. Mrs. A. Anna Kamu
42. Mrs. A. LourduJeyam
43. Mrs. M. Pappathy
44. Mrs. S. Guruvammal
45. Mr. A. Aruldoss
46. Mrs. M. Shanthi
47. Mrs. A. Maia Pushpam
48. Mrs. K. Vidhya
49. Mr. R. GellLPrabhakaran Henry
50. Mr. L. Jeyaseelan
51. Mrs. A. Kamali Ruby Rajakumari
52. Mrs. V. Saradha
53. Mrs. S. Muthumeenal
54. Mrs. S. MeenaKumari
55. Mrs. V. Dhivya
56. Mrs. D. Sahaya Hilda Mary
57. Mrs. M. Kavitha
58. Mrs. R. Maria Chithra
59. Mrs. K. Kalyani
60. Mrs. Linta Joseph
61. Mrs. S. Florence Sylvia
62. Mrs. C. Mahalakshmi @Agnes
63. Mrs. D. Alice Mary
64. Mrs. A. Sahaya Josephine
65. Mrs. V. Chandra
66. Mrs. Mu. Abiraami
67. Mrs. R. SevaAmbika
68. Mrs. G. Sangeetha
69. Mrs. S. Sathya Kala
70. Mrs. J. Sylvia Vaiz
71. Ms. V. Nivetha
72. Mrs. R. Sakthivelammal
73. Ms. M. KiruthikaMeenakshi
74. Ms. B. Saranya
75. Ms. M. Suguna
76. Ms. V. Ebenezar Rani



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



77. Ms. R. Suriya
78. Mrs. A. Jeyalakshmi
79. Mr. L. Antony Raj
80. Mrs. K. Bhavani
81. Mr. M. Pandi
82. Mr. A. Micheal James
83. Ms. P. Jansi Rani
84. Mrs. S. Amirtham
85. Mrs. M. Radha
86. Mrs. M. Anthoniyammal
87. Mrs. Bagaya Mary
88. Mrs. P. Kavitha
89. Mrs. Kanniammal
90. Mrs. S. Selvi
91. Mrs. E. Kalaiselvi

IQAC Coordinator

IQAC CO-ORDINATOR
Fatima College (Autonomous),
Madurai-625018.



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



FATIMA COLLEGE (AUTONOMOUS), MADURAI – 625018

CAPACITY BUILDING PROGRAMME FOR SUB STAFF

ORGANIZED BY IQAC

27.01.2017 TO 06.02.2017

REPORT

Day-1

Session-I

The Seven-Day capacity Building Programme for the Helpers was organized by the Fatima Resource Centre from 27.01.2017 to 06.02.2017. The overall objective of the programme was to orient the helpers in the following aspects:

- To ensure a holistic development of the cleanliness of this institution.
- To effectively manage stress, Time and Conflict.
- To follow the Relaxation Techniques.
- To make Our Selves Responsible and Dedicated to the college.
- To enrich the cleanliness of campus.

The First Day of the Programme began at 11.00 a.m. at A2. Dr. Sr. K. Fatima Mary, Principal gave an inaugural address describing the needs and benefits for arranging this programme, She also insisted that the helpers should be responsible citizens who render dedicated service to the institution as we are in the same family.

Followed by her, Dr. Sr. Francisca Flora, secretary spoke to the participants, She said about the merits and demerits of the work, she also insisted the workers to do their work with passion.

Session-II

The 2nd session was handed over to office Managers Sr. Arockia Mary, Sr. Stella but this session was hand it over to Dr. S. J. Kala, Associate Professor, Dept. of English, one of the FRC coordinators, because of their emergency work.



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She compared Fatima College with other college and said about the cleanliness in both the places.

- She also shared her experiences at Fatima College and said about the cleanliness at that time and how.
- She also said about how to work with honesty, responsibility and thankfulness.
- She also talked about the differences among the helpers while doing work, their struggles and fears.
- This was a session that will make a difference in the college.

Day-2

Session-I-Stress Management

The Second day of the capacity Building Programme was scheduled from 11.00 am to 12.00 noon, Dr. Uma, MBA Director took over the session and delivered a speech on “Stress Management”. It was an activity-based learning experience where the staff members were enlightened with simple techniques to overcome and handle stress effectively, This session was a full-fledged Interactive.

Session-II

The 2nd session resumed after a break and the session was handed over to Ms. Annamayil Akka, Senior person among the helpers, She told about her experience and difference between the earlier and current days methods of working. Some of them shared about how they joined in the college, They said about pros and cons, expectations of College, Students, Staff and among them.

Day-3

Session-I-Conflict Management

The 3rd day of the capacity building programme was on 31.1.17 from 11.00 am to 12.00 noon, Ms. Asnet Mary, Ass. Prof., Dept. of Zoology addressed the helpers on “Conflict Management”. She gave some useful steps to manage conflicts.



Criterion : VI - Governance, Leadership and Management

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- She said about how to solve the problems that come between us and others.
- She told 10 questions that we should ask ourselves.
- She said ways to take up negative comments
- The helpers said that this session gave ways to solve their problems with others.
- They said that it helped them to know themselves and have good relationship with others.

Session-II-Relaxation Techniques

The 2nd session commenced at 12.10 p.m with an endearing speech on “Relaxation Techniques” by Dr.VelankanniMatharasi, Physical Education Director, She also conducted Games for the helpers and they participated energetically, She taught more Relaxation exercise related to their work, She also insisted them do the exercise regularly, Helpers did the exercise with more interest, This session was more useful for helpers

Day-4

Session-I-Clean Campus

The 4th day of the programme was schedule from 11.00 am to 12.00 noon on 01.02.2017, The Guest speaker was Dr. R. Latha, Ass. Prof., Dept. of Home Science with FBT. She delivered the key-note address on “Clean Campus”, The lecture turned out to be an interactive and a thought-Provoking session.

- A short film about one’s cleanliness and its changes was showed.
- She spoke about food habits.
- She said about working honestly and its benefits.
- Finally Dr.Latha presented a towel for everyone.

Session-II-Spiritual Quotient

The 2nd session began at 12.15 p.m with prayer song followed by Guest Lecture delivered by Mrs. R. Alphonsa Fernando, Ass. Prof., Dept. of Physics on “Spiritual Quotient”.



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- She said how to travel from god experience to godliness.
- Every one has some originality we should know it.
- She said Bible verses and about our abilities and our innervoice

“Good thoughts bring good actions

Good actions bring good habits.

Good habits bring full Life”

- This session brought god experience for everyone.

Day-5

Session-I-Group Discussion & Games Conducted

Games were conducted in this session. This session helped each one to know about another. One has to take one flower and say a good thing about the person and give it to her, who has many flowers will be the most liked person. All the helpers participated in the game with happiness. Dr. S. J. Kala talked about being one family and working together. The helpers said because of shift only the relation was broken. Each person said their opinion about each other.

Day-6

Session-I-Capacity Building

Day 6th which was fixed on 03.02.2016 began enthusiastically with a series of Two Guest lectures on “Capacity Building” by Dr. Saral Evangelin, Dept. of History, Dr. C. Sahayamary Sophia, The Research Centre of Economics. To have self confidence, we should love what we do, we should have believed in god, have trust on others, be trustful to others. We should avoid fear, anger, tiredness, superstitions. We should be a confident woman and say I am strong, I’m self worthy, I am beautiful, I am not perfect, I’m just myself. Many motivational videos were played in this session. This session brought a change in everybody. She concluded by quoting swami Vivekananda’s saying “If you didn’t believe yourself, Even god comes before you it will be waste”.

Session-II-Capacity Building

Dr. C. Sahayamary Sophia Shared her thoughts and provoked the minds of everyone by sharing several inspirational videos and how to make strategic decisions, She also nurtured the minds of how to build the capacity to develop and sustain our skills for sustaining ourselves in the society. Life has worries, she said how to overcome the worrier. She said about the good habits to upgrade ourselves, *They are don’t get stressed, Don’t talk bad of others, Don’t live for others, Don’t be jealous, Speak loving words, Don’t be hasty, Be Calm, Be Confident, Love everyone.*



Criterion : VI - Governance, Leadership and Management

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Day-7

Session-I-Professionalism Vs Personal Life

The 7th day of the programme was scheduled from 11.00 am to 12.00 noon at 06.02.2017, The guest speaker Dr. Vasantha Esther Ran, Head & Associate Professor, Dept. of Home Science with FBT, She delivered the key-note address on “Professionalism Vs Personal Life”. She said how to organize life, family and work. She said have time for yourself, spend time for family. She said ways to reduce stress. Balancing life and work gives good health, good time to spend for the work, satisfaction of work, reaching goal and happiness. She concluded by quoting from Bible “Do everything for God not for humans”.

Session-II-Capacity Building

Final session was delivered by Dr. P. Shyamala, Head & Asso. Prof., PG Department of IT on the topic “Time Management”. The Session was very interactive and team building schemes were demonstrated by different games. She said about using each second usefully and about time management. She said steps to spend time prepare time table, Report the Actions, Motivate yourself, Do your daily duties, Do exercise, Do everything with clear heart, Eat healthy food, Arrange your work. She concluded her session by quoting swami Vivekananda “ when you waste your time see your watch, It is not the hands that are running its your life.



Capacity Building Programme for Sub-staff



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



FATIMA COLLEGE (AUTONOMOUS), MADURAI – 625018

CAPACITY BUILDING PROGRAMME FOR SUB STAFF

ORGANIZED BY IQAC

27.01.2017 TO 06.02.2017

SCHEDULE

| Day-1 (27.01.2017) | | |
|---------------------------|--------------------------------------|--|
| TIME | DETAILS | RESOURCE PERSON |
| 11.00 a.m.- 12.00 noon | Inaugural Address | Dr. Sr. K. Fatima Mary , Principal & Dr. Sr. Francisca Flora Secretary |
| 12.00 noon- 1.00 p.m. | Setting Priorities | Sr. F. Arockia Mary , Off. Manager & Sr. S. Stella Mary , Off. Manager |
| Day-2 (30.01.2017) | | |
| 11.00 a.m.- 12.00 noon | Transmitting the Rich Experiences | Mrs. S. Annammayil Mrs. Anna Kamu |
| 12.00 noon- 1.00 p.m. | Stress Management | Dr. P. Uma , MBA Director |
| Day-3 (31.01.2017) | | |
| 11.00 a.m.- 12.00 noon | Conflict Management | Dr. Asnet Mary , Dept. of Zoology |
| 12.00 noon- 1.00 p.m. | Relaxation Techniques | Dr. Velanganni Matharasi , Physical Director |
| Day-4 (01.02.2017) | | |
| 11.00 a.m.- 12.00 noon | Clean Campus | Dr. Latha , Dept. of Home Science with FBT |
| 12.00 noon- 1.00 p.m. | Spiritual Quotient | Mrs. Alphonsa Fernando , Dept. of Physics |



Criterion : VI - Governance, Leadership and Management

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| Day-5 (02.02.2017) | | |
|--|--|--|
| 11.00 a.m.- 12.00 noon | Group Discussion Clean Campus Drive: Suggestions and Proposals | |
| 12.00 noon- 1.00 p.m. | | |
| Day-6 (03.02.2017) | | |
| 11.00 a.m.- 12.00 noon | Confidence Building - I | Dr. C. Sahayamary Sophia , The Research Centre of Economics |
| 12.00 noon- 1.00 p.m. | Confidence Building - II | Dr.SaralEvangelin , Dept. of History |
| Day-7 (06.02.2017) | | |
| 11.00 a.m.- 12.00 noon | Professionalism Vs Personal Life | Dr.Vasantha Esther Rani , Dept. of Home Science with FBT |
| 12.00 noon- 1.00 p.m. | Time Management | Dr.Shyamala , PG Dept. of IT |
| Feedback & Valediction in the presence of Dr. Sr. K. Fatima Mary , Principal | | |



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FATIMA COLLEGE (AUTONOMOUS), MADURAI – 625018

CAPACITY BUILDING PROGRAMME FOR SUB STAFF

ORGANIZED BY IQAC

27.01.2017 TO 06.02.2017

ATTENDANCE SHEET

| 7-Day Capacity Building for Helpers | | | | | | | |
|-------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Date: 27.01.2017 to 06.02.2017 | | | | Venue: A2 | | | |
| Time: 11.00 a.m to 1.00 p.m | | | | | | | |
| Name of the Faculty | 27.01.2017 | 30.01.2017 | 31.01.2017 | 01.02.2017 | 02.02.2017 | 03.02.2017 | 06.02.2017 |
| Regular | | | | | | | |
| 1. *திருமதி. சோ. அன்னமயில் | அன்னமயில் | அன்னமயில் | அன்னமயில் | அன்னமயில் | அன்னமயில் | அன்னமயில் | அன்னமயில் |
| 2. *திருமதி. யா. கத்திரீனா | — | கத்திரீனா | கத்திரீனா | — | கத்திரீனா | கத்திரீனா | — |
| 3. *திருமதி. அ. அன்னகாழு | அ. அன்னகாழு | அ. அன்னகாழு | அ. அன்னகாழு | அ. அன்னகாழு | — | அ. அன்னகாழு | அ. அன்னகாழு |
| 4. *திருமதி. அ. லுர்து ஜெயம் | அ. லுர்து ஜெயம் | அ. லுர்து ஜெயம் | அ. லுர்து ஜெயம் | அ. லுர்து ஜெயம் | அ. லுர்து ஜெயம் | அ. லுர்து ஜெயம் | அ. லுர்து ஜெயம் |
| 5. *திருமதி. மு. பாப்பாத்தி | பாப்பாத்தி | பாப்பாத்தி | பாப்பாத்தி | பாப்பாத்தி | — | பாப்பாத்தி | — |
| 6. *திருமதி. பாக்கிய மேரி | பாக்கியமேரி | பாக்கியமேரி | பாக்கியமேரி | பாக்கியமேரி | பாக்கியமேரி | பாக்கியமேரி | — |
| 7. *திருமதி. பி. கவிதா | பி. கவிதா | பி. கவிதா | பி. கவிதா | பி. கவிதா | பி. கவிதா | பி. கவிதா | பி. கவிதா |
| 8. *திருமதி. பி. கண்ணியம்மாள் | பி. கண்ணியம்மாள் | பி. கண்ணியம்மாள் | பி. கண்ணியம்மாள் | பி. கண்ணியம்மாள் | பி. கண்ணியம்மாள் | பி. கண்ணியம்மாள் | பி. கண்ணியம்மாள் |
| 9. *திருமதி. இ. கலைச்செல்வி | இ. கலைச்செல்வி | இ. கலைச்செல்வி | இ. கலைச்செல்வி | இ. கலைச்செல்வி | இ. கலைச்செல்வி | இ. கலைச்செல்வி | இ. கலைச்செல்வி |
| SF | | | | | | | |
| 10. *திருமதி. சிவகாமி | சிவகாமி | சிவகாமி | சிவகாமி | சிவகாமி | சிவகாமி | சிவகாமி | சிவகாமி |
| 11. *திருமதி. தவசெல்வி | தவசெல்வி | தவசெல்வி | தவசெல்வி | தவசெல்வி | தவசெல்வி | தவசெல்வி | தவசெல்வி |
| 12. *திருமதி. ரேணுகா | ரேணுகா | ரேணுகா | ரேணுகா | ரேணுகா | ரேணுகா | ரேணுகா | ரேணுகா |

| Name of the Faculty | 27.01.2017 | 30.01.2017 | 31.01.2017 | 01.02.2017 | 02.02.2017 | 03.02.2017 | 06.02.2017 |
|-----------------------------|----------------|------------|----------------|----------------|----------------|----------------|----------------|
| Regular | | | | | | | |
| 1. *திருமதி. நா. நாச்சம்மை | நாச்சம்மை | — | நாச்சம்மை | நாச்சம்மை | நாச்சம்மை | நாச்சம்மை | — |
| 2. *திருமதி. ச. குருவம்மாள் | குருவம்மாள் | — | குருவம்மாள் | குருவம்மாள் | குருவம்மாள் | குருவம்மாள் | குருவம்மாள் |
| 3. *திருமதி. மு. சாந்தி | சாந்தி | — | சாந்தி | சாந்தி | சாந்தி | சாந்தி | சாந்தி |
| 4. *திருமதி. அந்தோணியம்மாள் | அந்தோணியம்மாள் | — | அந்தோணியம்மாள் | அந்தோணியம்மாள் | அந்தோணியம்மாள் | அந்தோணியம்மாள் | அந்தோணியம்மாள் |
| 5. *திருமதி. பி. செல்வி | பி. செல்வி | — | பி. செல்வி | பி. செல்வி | பி. செல்வி | பி. செல்வி | பி. செல்வி |
| SF | | | | | | | |
| 6. *திருமதி. பத்மா | பத்மா | — | பத்மா | பத்மா | பத்மா | பத்மா | பத்மா |
| 7. *திருமதி. பூங்கொடி | பூங்கொடி | — | பூங்கொடி | பூங்கொடி | பூங்கொடி | பூங்கொடி | பூங்கொடி |
| 8. *திருமதி. மகேஸ்வரி | மகேஸ்வரி | — | மகேஸ்வரி | மகேஸ்வரி | மகேஸ்வரி | மகேஸ்வரி | மகேஸ்வரி |
| 9. *திருமதி. சசிகலா | சசிகலா | — | சசிகலா | சசிகலா | சசிகலா | சசிகலா | சசிகலா |
| 10. *திருமதி. சீதா | சீதா | — | சீதா | சீதா | சீதா | சீதா | சீதா |
| 11. *திருமதி. அமிர்தம் | அமிர்தம் | — | அமிர்தம் | அமிர்தம் | அமிர்தம் | அமிர்தம் | அமிர்தம் |



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



CERTIFICATES

Faculty Induction Programme



Fatima College (Autonomous)

(College with Potential for Excellence)
(Re-Accredited with 'A' Grade by NAAC)
Madurai - 625 018.

CERTIFICATE OF PARTICIPATION

This is to Certify that திருமதி. மு. பாப்பாத்தி

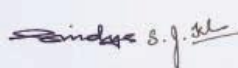
..... has participated in


7-Day Capacity Building Programme for Substaff

..... organised by

Fatima Resource Centre (FRC) from **27.01.2017** to **06.02.2017** at

Fatima College, Madurai.


Organizer (s)


Principal



Faculty Induction Programme



Fatima College (Autonomous)

(College with Potential for Excellence)
(Re-Accredited with 'A' Grade by NAAC)
Madurai - 625 018.

CERTIFICATE OF PARTICIPATION

This is to Certify that திருமதி. அ. அன்னகாரு

..... has participated in

7-Day Capacity Building Programme for Substaff

..... organised by

Fatima Resource Centre (FRC) from **27.01.2017** to **06.02.2017** at

Fatima College, Madurai.


Organizer (s)


Principal





Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



Research Advisory Committee RAC

2016-17

**Workshop on Intellectual Property Rights
10.12.2016**

Research Advisory committee

Intellectual Property Rights

Dr. M. Kanthababu delivered a presentation on the topic "Intellectual Property Rights" on Dec 10, 2016 in Sanjose seminar hall. He is working as Professor in the Department of Manufacturing Engineering, College of Engineering Guindy, Anna University and Director, Center for Intellectual Property Rights (CIPR), Anna University, Chennai.



The speaker started the presentation with a brief introduction of the Intellectual property Rights. Firstly, He discussed about the difficulties faced in getting patent and then he explained the ways to convert the Research and Project works into Patents and an outline of the talk which covers basic concepts of Copyrights and Trademark.



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

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In the afternoon session, he made a demo on how to optimize Patent search by mentioning various sites like USPTO, Google Patent Search, Advanced google search and Indian Patent Office etc.





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Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

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**Workshop on Intellectual Property Rights
10.12.2016**

Participants List:

1. Dr. Vasantha Esther Rani
2. Dr. M. Arasammal
3. Dr. Sr. J. Arul Mary
4. Dr. N. Vanitha
5. Dr. P. Uma
6. Sr. M. Fatima Mary
7. Mrs. R. Alphonsa Fernando
8. Mrs. B. Chandirika
9. Dr. A. I. Auxilia Felicitas
10. Dr. T. Jeyanthi Vijayarani
11. Dr. G. Dheva Shantha Kumari
12. Dr. A. Pappy Kamala Bai
13. Dr. S. Rose Mary
14. Dr. D. Fatima Baby
15. Dr. Mary Magdalene Abraham
16. Dr. P. Shyamala
17. Dr. N. Malathy
18. Mrs. J. Saral Evangelin
19. Mrs. S. Selvarani (MCA)
20. Dr. Ancemma Joseph
21. Dr. M. Suganya
22. Dr. A. Arul Jothi
23. Dr. M. Nagarenitha
24. Dr. P. Jacintha Josephine Julie
25. Dr. P. Varaprasadam Christi Shanthi
26. Dr. A. Pappy Kamala Bai
27. Dr. R. Dayana Christy
28. Dr. C. Prasanna Devi
29. Dr. M. Ragam
30. Dr. B. Suganthana
31. Dr. J. Asnet Mary
32. Dr. K. Karthiga
33. Ms. C. Helen
34. Dr. P. Meenakshi Sundari
35. Dr. C. Lucia Vanitha
36. Ms. S. Jeba Priya
37. Ms. B. Usha

Dean of Research
Research Advisory Committee
Fatima College (Autonomous)
Madurai - 625 018



Criterion : VI - Governance, Leadership and Management

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E-CONTENT DEVELOPMENT CELL

2016 -2017

Professional Training Programme on production of E-Materials

9.8.2016

The E-Content Development cell has presently undertaken the task of preparing e-materials for the two online foundation courses offered by the humanities and science departments mandated for all the students. Training was given to 50 staff members on 9.8.2016 on production of e-materials. Mr. Stephen was the resource person.

The Modus Operandi was

- Framing of the syllabus with 5 units each for the both the papers.
- ✓ One unit each prepared by the humanities as well as science departments.
- Recording of the live class room presentation as part of the e-material production in a stipulated time and specified teaching conditions.
- Peer reviewing of the e-material produced.
- Uploading the same in the website for students' accessibility.

As an initial step some of the e-materials taken are uploaded in the website for a wider audience.

The video recording by around 50 staff members were completed and the videos were edited for better presentation. The edited videos are provided to students for self learning.





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Adding feathers to our cap, a sound proof video recording room for e-material production has been established, which also acts as the laboratory for the Journalism and Mass Communication.



Mr. Stephen trained the staff on Video recording for E-Resource production.



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



| S.No | COURSE | Link | FACULTY | DEPT. | TITLE |
|------|--|--|---|-----------------|---|
| 1. | G1FC1 – Economics & BBA | 1. https://youtu.be/UI-NMbFII58 2. https://youtu.be/kC6x45Hd7Ow 3. https://youtu.be/mVB1CyqgS2Q 4. https://youtu.be/ATUOM8EkDM 5. https://youtu.be/cd0wcoHw2Jg | 1. Dr.Fatima Baby 2. Dr.G.Uma 3. Dr.Shobana Nelasco 4. Dr. Regina Mary 5. Dr.S.L.Kumar | Economics & BBA | Merits and Demerits of MNC's Economic Inflation Comparative Study on Indo China Globalization Taxation |
| 2. | G1FC1 – English | 1. https://youtu.be/HdV21M-answ 2. https://youtu.be/MjwCd9Kr2KA 3. https://youtu.be/jC7rqd6Rnmk 4. https://youtu.be/1JFqAtay7rg 5. https://youtu.be/u6UNydNRvaM | 1. Dr.R.Saktheshwari 2. Dr.P.Varaprasadham 3. Christi Shanti 4. Dr.S.Aarthi 5. Dr.S.Parvathi 6. Dr.S.Saira Banu | English | English Drama English Poetry English Prose English Novel English General Trends |
| 3. | G1FC1 - Sociology with Computer Applications & Journalism and Mass Communication | 1. https://youtu.be/Er_mC3IK5bc 2. https://youtu.be/K5OQrzxydYA 3. https://youtu.be/4TvjvtN3jII 4. https://youtu.be/KDuZqLRtzMw 5. https://youtu.be/ktON9q2zbS8 | 1. Mrs.J.Raja Meenakshi 2. Ms.Audrey Simon 3. Mrs.M.Suganya 4. Ms.J.D.Ponmalar 5. Mrs.M.Suganya | Sociology & JMC | Socialization Mass Media and Society Kinship Sociology Importance of Communication Culture |
| 4. | G1FC1 - Commerce | 1. https://youtu.be/G-WwNgkc-Ng 2. https://youtu.be/yUbeeDZJINo 3. https://youtu.be/GRN904NbSFw 4. https://youtu.be/bUrZtYe2PuE 5. https://youtu.be/33eN0iyytBQ 6. https://youtu.be/ryGFImO2TRY 7. https://youtu.be/IkeNtGiCaKI | 1. Mrs.S.Renugadevi 2. Dr.M.Arasam mal 3. Dr.Jacqueline Gigi Vijayakumar 4. Dr.T.Jayanthi Vijayarani 5. Dr.T.Pushpa Jothi Indra 6. Mrs.P.Kalaiselvi 7. Dr.K.Sangeetha | Commerce | Salary And Allowances Perquisites Income Tax Calculation For Salaried Resident Employees Income From Self Deduction From Gross Total Income Computation Of Tax Liability Of An Individual Computation Of HRA |
| 5. | G1FC1 - History | 1. https://youtu.be/vlyP1eRPvnM | 1. Dr.J.Saral Evangeline | History | Uses and Abuses of |



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



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|-----|----------------------|--|---|--------------|--|
| | | 2. https://youtu.be/JYtKi_bfCO0 3. https://youtu.be/p9abgZUUQo 4. https://youtu.be/XpLVQtJrTXA 5. https://youtu.be/OXDY6S30r1U | 2. Dr.M.Nageswari 3. Dr.Lathakumari 4. Dr.S.Maria Packiam 5. Mrs.A.Gomathi | | History Sources for the study of History Meaning and Definition of History is a Science Kinds of History History is an science or an art |
| 6. | G1FC1 - Tamil | 1. https://youtu.be/ScB67Hn_R_M 2. https://youtu.be/hVCwxECsxc8 3. https://youtu.be/sAFqWKxNqtE 4. https://youtu.be/C-MMnE4KwgU | 1. Dr.S.Arul Michael Selvi 2. Dr.K.Latha 3. Dr.M.Pappa 4. Dr.R. Dayana Christy | Tamil | Sanga Illakiyam Marumalararchi Illakiyam Kappiyam Illakanam |
| 7. | G2FC2 - Mathematics | 1. https://youtu.be/uyXwnPKz7ig 2. https://youtu.be/SYO2nXhY-c 3. https://youtu.be/ZB8m2TelhxU 4. https://youtu.be/A07i6LMgjkU | 1. Ms.A.Sahaya Roselin Divya 2. Mrs.E.Helena 3. Mrs.A.Vasuki: Mathematics 4. Mrs. Nigila Ragavan | Mathematics | Partnership Measures of Dispersion Measures of Central Tendency Profit and Loss |
| 8. | G2FC2 - Home Science | 1. https://youtu.be/M8VO49iowWs 2. https://youtu.be/9snJGKNETM0 3. https://youtu.be/t4CjYXYWe_E 4. https://youtu.be/YqEc2xMma-A 5. https://youtu.be/QVRLKzSvia8 6. https://youtu.be/y74GffM4vNw | 1. Dr.R.Latha 2. Mrs.C.Helen 3. Dr.C.Priyalatha 4. Dr.Vasantha Esther Rani 5. Mrs.J.Poornima 6. Syllabus | Home Science | Textiles and Clothing Human Development Extension Education Food and Nutrition Family Resource Management |
| 9. | G2FC2 - Physics | 1. https://youtu.be/FYJHyR5tNY8 2. https://youtu.be/xZkDlv1vVOo 3. https://youtu.be/GBELmyGDgQc 4. https://youtu.be/7GsKm91ehq8 5. https://youtu.be/6BZhwoR6a48 6. https://youtu.be/gWlckVTxSzg | 1. Dr. M. V. Leena Chandra 2. Dr.M.Ragam 3. Mrs.I.Jeyasheela 4. Dr.A.Sheela Vimala Rani 5. Dr.Ancemma Joseph 6. Syllabus | Physics | Astronomy Physics and Applied Technology Earth Science Physics and Earth Medicine Physics around us |
| 10. | G2FC2 - Chemistry | 1. https://youtu.be/EYZ4auaP1W0 2. https://youtu.be/nlIWSpXDbjI 3. https://youtu.be/NbORgssqanA | 1. Dr. Sr. J. Arul Mary 2. Dr. A. Rajeswari 3. Dr S. Selvarani | Chemistry | Chemical Reactions Solutions Plastics Food Chemistry I |



Criterion : VI - Governance, Leadership and Management

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Year : 2016-2017



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| | | 4. https://youtu.be/VtsVI_4BwIg 5. https://youtu.be/ia57-fZPRMY 6. https://youtu.be/87gwrc04SvQ 7. https://youtu.be/ei5_RgYsQaI | 4. Dr S. Sukumari 5. Dr S. Sukumari 6. Dr. B. Medona 7. Syllabus | | Food Chemistry II Element |
| 11. | G2FC2 - Zoology | 1. https://youtu.be/Q1KWhUbWs2M 2. https://youtu.be/m1Ruc82jrcc 3. https://youtu.be/q3ZBHVhQ2KI 4. https://youtu.be/E4SS6kJPNIo 5. https://youtu.be/H1DUhk47z18 6. https://youtu.be/TNTTseokaJE | 1. Dr. N. Malathi 2. Dr. Sr. Biji Cyriac 3. Dr. Sr. Biji Cyriac 4. Dr. Antony Amala Jeyaseeli 5. Dr. V. Bharathy 6. Ms. J. Thelma | Zoology | Bacterial Disease Cancer Diabetes Viral Disease Vitamins DNA |





Criterion : VI - Governance, Leadership and Management

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Year : 2016-2017



Professional Training Programme on production of E-Materials

9.8.2016

Organized by

E-Content Development Cell

Training on production of e-materials

Organized by

E-Content Development Cell

9.8.2016

Organisers:

1. Dr. S. Vidya
2. Dr. A. Arul Jothi
3. Ms. S. Selvarani - MCA
4. Ms. S. Jeba Priya

Participants:

1. Dr.Fatima Baby
2. Dr.G.Uma
3. Dr.Shobana Nelasco
4. Dr. Regina Mary
5. Dr.S.L.Kumari
6. Dr.R.Saktheswari
7. Dr.P.Varaprasadham Christi Shanti
8. Dr.S.Aarthi
9. Dr.S.Parvathi
10. Dr.S.Saira Banu
11. Mrs.J.Raja Meenakshi
12. Ms.Audrey Simon
13. Mrs.M.Suganya
14. Ms.J.D.Ponmalar
15. Mrs.M.Suganya
16. Mrs.S.Renugadevi
17. Dr.M.Arasammal
18. Dr.Jacqueline Gigi Vijayakumar
19. Dr.T.Jayanthi Vijayarani
20. Dr.T.Pushpa Jothi Indra
21. Mrs.P.Kalaiselvi
22. Dr.K.Sangeetha
23. Dr.J.Saral Evangeline
24. Dr.M.Nageswari
25. Dr.Lathakumari
26. Dr.S.Maria Packiam



Criterion : VI - Governance, Leadership and Management

Metric : 6.3.3 Q_nM- Number of professional development / administrative training programs organized by the Institution

Year : 2016-2017



27. Mrs.A.Gomathi
28. Dr.S.Arul Michael Selvi
29. Dr.K.Latha
30. Dr.M.Pappa
31. Dr.R. Dayana Christy
32. Ms.A.Sahaya Roselin Divya
33. Mrs.E.Helena
34. Mrs.A.Vasuki:Mathematics
35. Mrs. Nigila Ragavan
36. Dr.R.Latha
37. Mrs.C.Helen
38. Dr.C.Priyalatha
39. Dr.Vasantha Esther Rani
40. Mrs.J.Poornima
41. Dr. M. V. Leena Chandra
42. Dr.M.Ragam
43. Mrs.I.Jeyasheela
44. Dr.A.Sheela Vimala Rani
45. Dr.Ancemma Joseph
46. Dr. Sr. J. Arul Mary
47. Dr. A. Rajeswari
48. Dr S. Selvarani
49. Dr S. Sukumari
50. Dr. B. Medona
51. Dr. N. Malathi
52. Dr. Sr. Biji Cyriac
53. Dr. AntonyAmala Jeyaseeli
54. Dr. V. Bharathy
55. Ms. J. Thelma

Sandya