KARPAGAM ACADEMY OF HIGHER EDUCATION

(Deemed to be University)
(Established Under Section 3 UGC Act, 1956)
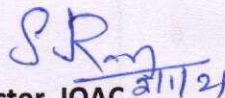COIMBATORE – 641 021

Faculty Orientation Programme (2020 - 2021)
Schedule

05.01.2021

S.No	Date	Session	Topic	Resource Person
1			**Know your Institution**	
2	19.01.2021	I	**Regulatory Agencies**	Dr.S.Ravi , Director, IQAC
			i) Ministry of Education	
			ii) University Grants Commision	
			iii) All India Concil for Technical Education	
			iv) Council of Architecture	
			v) PCI	
3		II	**Professional Ethics and Human Values**	Dr. N.V. Balaji, Dean, FASH
4	20.01.2021	I	**Assesments and Accreditation Institutions**	Dr.S.Ravi , Director, IQAC
			i) NAAC	
		II	ii) NBA	Dr.V.Parthasarathy, Dean ,R&D and Industrial Relations
			iii) NIRF	
			iv) ARRIA	
			v) ISO	
5			**Other Higher Education Related Institutions**	
			i) AISHE	
			ii) DTBUMP	
6	21.01.2021	I	**Governance**	Dr.M.Palaniswamy, Registrar
			i) Board of Management	
			ii) Planning and Monitoring Board	
			iii) Finance Committee	
			iv) Academic Council	
7		II	**Online Resources**	Dr.B.Arun Kumar, Associate Professor, Computer Science and Engineering
			i) MOOCs	
			ii) SWAYAM / NPTEL	
			iii) e-Pathshala	

			Academic Related Matters	Dr.A.Amutha, Proffessor & Head, Electrical and Electronics Engineering & Mr.T.Shanmugavel, Coordinator, IQAC
8	22.01.2021	I & II	i) Board of Studies	
			ii) Curriculum Development & CDC	
			iii) CBCS	
			iv) Academic files/Log book	
			v) Blooms Taxonomy	
			vi) Value Added Courses	
9	23.01.2021	I & II	Research Related Matters	Lt.K.P.Sridhar, Associate Professor, Department of Electronics and Communication Engineering
			i) Preparation of Research Proposals	
			ii) Funding Agencies	
			iii) Consultancy	
			iv) Research Publications	
			v) Patents	
			vi) Ph.D Guidance	
10	25.01.2021	I	Extension Programmes	Dr.A.Dharmaraj, Associate Professor, Department of Management & M.Jeganathan , Assistant Professor, Department of Mathematics
			i) NSS	
			ii) RRC / YRC	
			iii) Unnat Bharat Abhiyam	
			iv) Swachh Bharat Abhiyam	
11			Committee / Cells / Centres / Clubs / Speciality Centre	
12		II	National Education Policy 2020	Dr. G. K. D. Prasanna Venkatesan, Dean, FoE

Director, IQAC ⁵/¹/²¹

Internal Quality Assurance Cell

Report on Faculty Orientation Programme

(for the newly Recruited Faculty Members)

It is essential to orient the newly recruited faculty members to become knowledgeable about the Institution and its various bodies, Regulatory Agencies, Matters related to academic, research, extension programmes, Assessment and Accreditation and New Education Policy 2020.

IQAC has taken an initiative to organize a one-week Orientation Programme (from 19-01-2021 to 25-01-2021) for a total of 42 faculty members who have joined during the period from June 2020 to December 2020.

The report for the same is given below :

Day 1: 19-01-2021   **Venue: MBA Seminar Hall**

The inaugural session of the programme was started at 9.30 am with invocation. Dr.A ,Sangilimuthu, Head, Department of Biotechnology welcomed the participants.

Welcome Address by Dr.A.Sangilimuthu (19.01.2021)

The Vice –Chancellor ,Dr.S.Sudalaimuthu delivered the Presidential Address. He emphasised the need for organisning Orientation Programmes like this for the newly joined faculty members.

Presidential Address by Vice-Chancellor (19.01.2021)

He also stressed that the faculty members have to start learning throughout the life for enhancing their knowledge level for the benefit of both acdemic and research areas. He touched upon the features of National Education Policy 2020 and the need for preparing ourselves to implement the same gradually.

The Coordinator,IQAC, Mr.T.Shanmugavel rendered Vote of Thanks and the Inaugural Session came to an end by 10 am.

Vote of Thanks by Mr.T.Shanmugavel (19.01.2021)

Session I   **Topic:** Online Resources.

Resource Person: Dr. B. Arunkumar, Associate Professor, Computer Science and Engineering

The first session of the programme was handled by Dr.B.Arunkumar,Associate Professor,Department of Computer Science and Engineering. He dealt with various Online Resources available both for the students and as well as for the faculty members within and outside India.

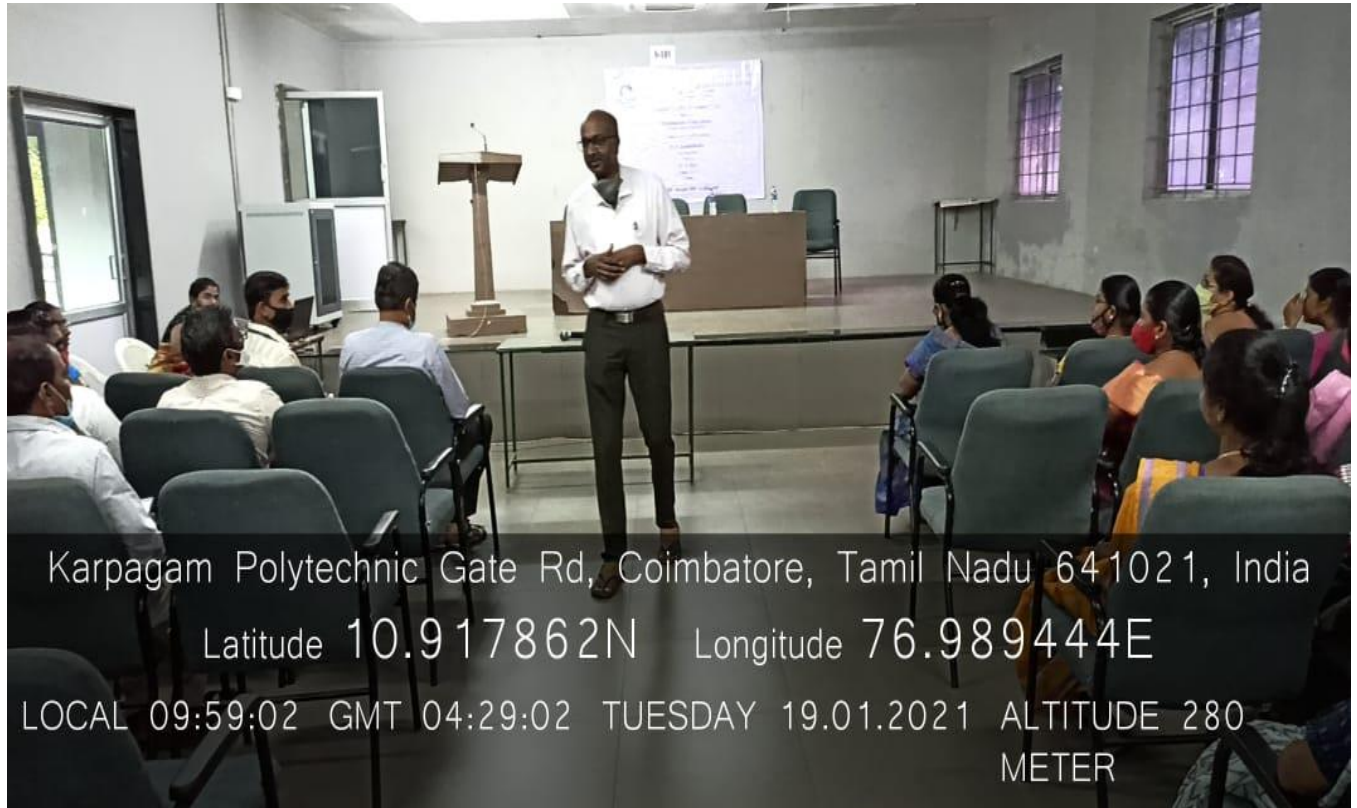The Resource person Interactive in the participant (19.01.2021)

SWAYAM is a rendezvous point where it gathers all the MOOCs providing platforms under one category and one among them is NPTEL courses which are at par with the international MOOC courses like Coursera and edX. The courses hosted on SWAYAM are in 4 quadrants – (1) video lecture, (2) specially prepared reading material that can be downloaded/printed (3) self-assessment tests through tests and quizzes and (4) an online discussion forum for clearing the doubts. Courses delivered through SWAYAM are available free of cost to the learners, however learners willing to have a SWAYAM

certificate should register for the final proctored exams at a fee and attend in-person at designated centres on specified dates. The resource person made a mention about the nine National Level Coordinators for the benefit of the faculty members.

Session II   **Topic**: Professional Ethics and Human Values

Resource Person : Dr. N.V. Balaji, Dean, Faculty of Arts, Science and Humanities (FASH)

Karpagam Polytechnic Gate Rd, Coimbatore, Tamil Nadu 641021, India
Latitude 10.917862N   Longitude 76.989444E
LOCAL 09:59:02 GMT 04:29:02 TUESDAY 19.01.2021 ALTITUDE 280 METER

The Resource Person interacts with the Participants (19-01-2021)

The Resource Person, Dr.N.V.Balaji ,Dean, Faculty of Arts, Science and Humanities commenced the session with a note that how Professional Ethics and Human Values assumes importance in the present day events happening around the world. Non adherence to Professional Ethics not only harmful to the individual but also to the society at large.

The importance of respecting Human Values at the work place was stressed by the Resource Person.

He has given lot of examples, situations and case studies to explain the benefits of practicing Professional Ethics and recognizing Human Values in daily life.

Day 2:20-01-2021   **Venue : MBA Seminar Hall**

Session I   **Topic** : Assessment and Accreditation Institutions - NAAC

Resource Person: Dr. S. Ravi, Director, IQAC

The Resource Person making the presentation (20-01-2021)

Dr.S.Ravi, the Director, IQAC was the Resource Person for the session Assessment and Accreditation by National Assessment and Accreditation Council (NAAC). He commenced the session with the vision and strategies of NAAC for ensuring the quality of Higher Educational Institutions (HEI) in India. He mentioned that the Assessment and Accreditation of HEIs is the major role played by NAAC .The Revised Assessment and Accreditation Framework of NAAC was explained in detail by the Resource Person. The various stages of the Assessment and Accreditation process was detailed .The benefits of Assessment and Accreditation and the roles of the Faculty Members in the whole process were also explained. The need for establishing the Internal Quality Assurance Cell (IQAC) after accreditation as a quality sustenance and enhancement measure also was highlighted.

Session II

Topics: Assessment and Accreditation Institutions -

1. National Board of Accreditation (NBA)
2. National Institutional Ranking Framework (NIRF)
3. Atal Ranking of Institutions on Innovation Achievements (ARIIA)
4. International Organization for Standardization (ISO)

Higher Education related Institutions

1. All India Survey on Higher Education (AISHE)

2. Deemed To Be University Monitoring Portal (DTBUMP)

Resource Person: Dr. V. Parthasarathy, Dean, R&D and Industrial Relations

Presenation by the Resource Person (20-01-2021)

The Ministry of Education (MoE), Government of India is taking various initiatives to make the Higher Educational Institutions in India to get placed within the first 100 rankings by the International Agencies and exposure of faculty members towards the same will make them aware of the roles to be played in achieving better ranking.

The resource person made a power point presentation covering NBA, NIRF, ARRIA, ISO, AISHE and DTBUMP. A brief of the presentation is given below:

Under the topic NBA, the history of NBA, Washington Accord, Policy of Accreditation, Tier I and Tier II Institutions, the ten criteria, pre-requisites for applying for accreditation, accreditation process and decision making.

The methodology to rank the institutions under NIRF was outlined. The parameters being considered for the ranking are Teaching, Learning and Resources, Research and Professional Practice, Graduation Outcomes, Outreach and Inclusivity and Perception by the students. Mention was made about the Global Ranking Agencies Quacquarelli Symonds (QS) and Times Higher Education (THE).

ARIIA is an initiative of MoE , Government of India. It is the ranking of institutions on innovation achievements. The parameters which are being considered are Budget and funding support, Infrastructure and facilities, Awareness and promotion of idea generation and innovation, Promotion and supporting of Entrepreneurship, Intellectual Property generation, technology transfer and Commercialization, Innovative Learning Methods and Courses, Innovation in Governance of the Institution. The Key Indicators under each parameters were also briefed by the resource person.

An overview on ISO 9001- Quality Management System and ISO 14001 –Environmental Management System was made by the resource person. It was explained that the ISO certification is for the process and not for the product. The benefits of getting ISO certification were explained.

It has become extremely necessary to develop a sound database on Higher Education which is a powerful to build knowledge-based society of 21st century. AISHE is an annual web based survey by MoE since 2011 covering parameters such as teachers, student enrolment, programmes, examination results, education finance and infrastructure.

DTBUMP is a portal created by UGC exclusively for the Deemed to be Universities for the purposes such as starting of new courses, off-campuses, off-shore campuses and uploading of annual academic outcome and performance. The portal can be approached by the students, parents and the general public for redressal of grievances related to the Deemed to be Universities

Day 3:21-01-2021   **Venue: MBA Seminar Hall**

Session I   **Topic**: Governance

Resource Person: Dr. M. Palaniswamy, Registrar

The following topics were covered by the Resource Person:

Statutory Bodies

1. Board of Studies (BoS)

2. Academic Council (AC)

3. Planning and Monitoring Board (PMB)

4. Finance Committee (FC)

5. Board of Management (BoM)

Interaction by the Resource Person (21-01-2021)

The resource person explained the presence of a BoS in the institution and its composition. He also cited that the functions of BoS shall be as per the rules of the institution. The AC, the principal academic body is responsible for the maintenance of standards of teaching, training and research, approval of syllabus, co-ordination of research activities, tests and examination in the institution. The composition of AC was explained in detail and the list of the current members was shown to the benefit of the participants. The functions of the AC were also detailed.

The PMB is the principal planning body of the institution and responsible for monitoring the development programmes of the institution. It draws the perspective plan (15 years), strategic plan (7 years) and short term plans (3 years) for the institution. The composition of PMC was explained the list of current members was portrayed.

The composition of the Finance Committee (FC) was explained by the resource person. He presented that the submission of budget and revised estimates, annual accounts to BoM for approval, fixing the limit for the recurring and non-recurring expenditure are the main functions of FC.

The Board of Management (BoM) is the apex body of the institution which decides on all academic and administrative matters. The functions of BoM were explained in detail. The periodicity and the conditions for conduct of meetings also were detailed by the resource person.

Day 3: 21-01-2021   **Venue: MBA Seminar Hall**

Session II   **Topic:** Regulatory Agencies

Resource Person: Dr. S. Ravi, Director, IQAC

The Resource Person commenced the session explaining about the academic and administrative structure of the institution, facilities available and the achievements. After that,the following regulatory agencies were dealt by the resource person:

1. Ministry of Education (MoE)
2. University Grants Commission (UGC)
3. All India Council for Technical Education (AICTE)
4. Council of Architecture (CoA)
5. Pharmacy Council of India (PCI)

The Resource Person commences the session (21-01-2021)

MoE , Government of India was earlier known as Ministry of Human Resource Development (MHRD) from 1985-2020 and is responsible for the implementation of New Education Policy 2020.It is divided into two departments namely 1) Department of School Education and Literacy and 2) Department of Higher Education .

The former one deals with primary, secondary and higher secondary education, adult education and literacy. The latter one deals with University level education and scholarships. The role of MoE is vital as the higher education system of India is the largest of the world, just after the United States of America and China. The objectives of MoE were briefed by the resource person.

UGC was established as a statutory body of the Government of India via "University Grants Commission Act, 1956" of the Parliament. The main aim and role of UGC in Higher Education is to provide funds to the Universities and coordinate, determine and maintain the ethics in the institutions of higher education. The activities of UGC such as framing rules on minimum standards of education, promotion and coordination of University Education, allowing funds to Universities and Colleges etc., were briefed by the resource person.

AICTE was established in 1945 and covers programme of technical education including training and research in Engineering, Technology, Architecture, Planning, Management, Pharmacy, Hotel

Management and catering technology and so on. It grants approval for setting up of new technical institutes in India, change of location, launch of new courses etc.,

CoA is a statutory body constituted by the Government of India under the provisions of Architects Act,1972, enacted by the Parliament of India. It is charged with the responsibility to regulate the education and practice of profession throughout India besides maintaining the Register of Architects.

PCI is a statutory body governed by the provisions of the Parliament Act ,1948. The objectives of PCI is to regulate the Pharmacy Education in the country for the purpose of registration as a pharmacist under the Pharmacy Act. The resource person briefed the functions, duties and roles of PCI to the participants.
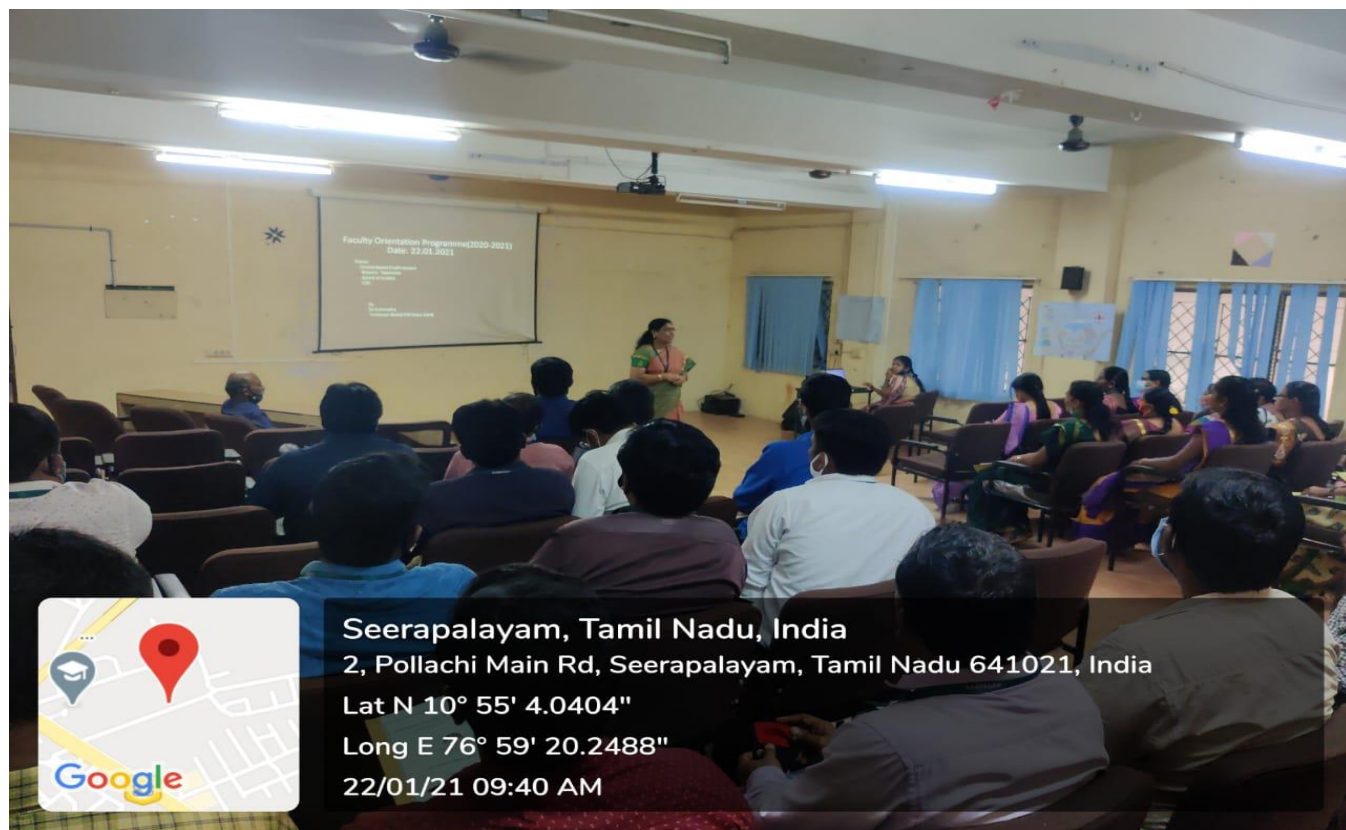
Day 4: 22-01-2021   **Venue: Thiruvalluvar Hall**

Session I   **Topic**: Academic Related Matters

Resource Person: Dr. A.Amudha, Professor & Head, Electrical and Electronics Engineering

The participants interacts with the Resource Person (22-01-2021)

Dr. A. Amudha Professor and Head, Department of Electrical and Electronics Engineering was the Resource Person for the first session**.** She dealt with Curriculum Development and Curriculum Development Cell (CDC), Choice Based Credit System (CBCS), Academic Files / Log book, Bloom's Taxonomy.

Being a Deemed to be University, the institution takes up the process of Curriculum Development on its own. Based on the local, regional and global needs, the curriculum is designed/modified. The resource person presented that the curriculum development is taken care by CDC in the institution. The process of curriculum development was also explained.
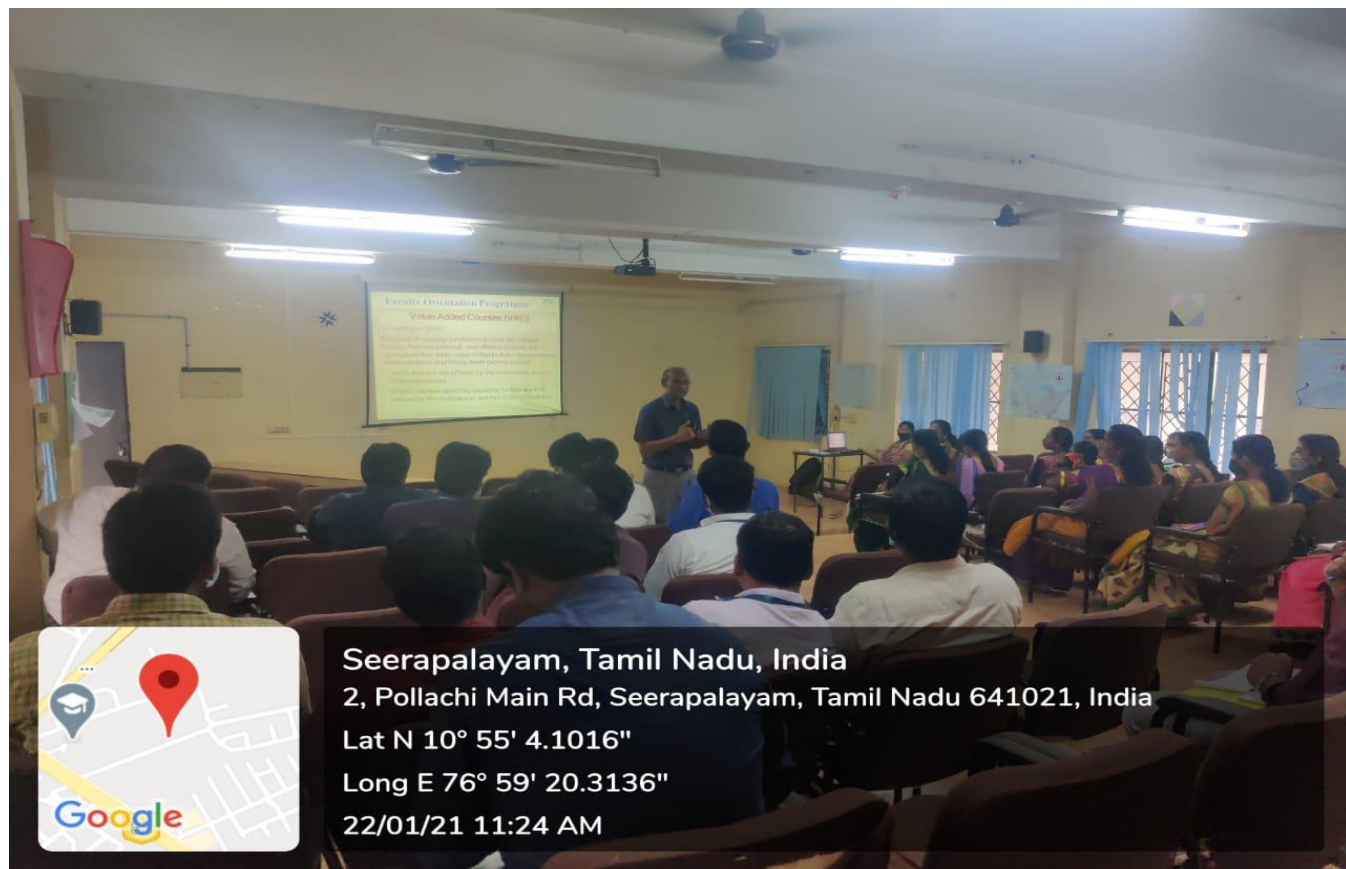
Next, the resource person defined the CBCS and explained the methodology, advantages and disadvantages of CBCS and learning outcomes clearly. Next she has taken up the Bloom's Taxonomy for presentation. The six learning levels of knowledge domain were explained with examples. The framework of Outcome Based Education (OBE) was also dealt with. She explained the Program Educational Outcomes, Program Outcomes and Course Outcomes, their mapping and attainment in a simple manner.

The role of teachers in the OBE environment was also emphasized by the resource person.

Session II   **Topic**: Academic Related Matters

Resource Person: Mr.T.Shanmugavel, Coordinator, IQAC

The Resource Person interacts with the Participants (22-01-2021)

Mr.T.Shanmugavel, the Coordinator, IQAC was the Resource Person for the second session of the day. The topics taken up for presentation were Academic Council, Board of Studies and Value Added Courses. The composition and roles of Academic Council was explained by the Resource Person. He also explained the importance of Board of Studies and its composition and roles in detail. Mention was made about the processes involved like collection of feedback from the stakeholders (Students, Alumni, Teacher and Employer) and carrying out Need Analysis before the meeting of Board of Studies.

Further he dealt with the Value Added Courses. He defined the Value Added Course and explained the requirements for conducting it.

Day 5: 23-01-2021   **Venue: Thiruvalluvar Hall**

Session I   and II   **Topic**: Research Related Matters

Resource Person: Dr.S.Baskar, Deputy Director,Centre for Interdisciplinary Research

Presenation by the Resource Person (23.01.2021)

Dr. S.Baskar, Deputy Director, Centre for Interdisciplinary Research (CIR) was the Resource Person for the day. He initially briefed about the objectives and functions of CIR for the benefit of the participants.

He also mentioned the funding agencies available, number of funded projects applied, granted and the equipment purchased under the funded projects. Next he detailed about the status of the IPR filed and the research article publications. The various initiatives taken by the centre for promoting climate for innovation were dealt with. Further the details of the laboratories with which CIR interacts and various centres established by CIR were explained.

The eligibility norms for becoming the Research Guides were explained. The activities related to consultancy were detailed by the Resource Person.
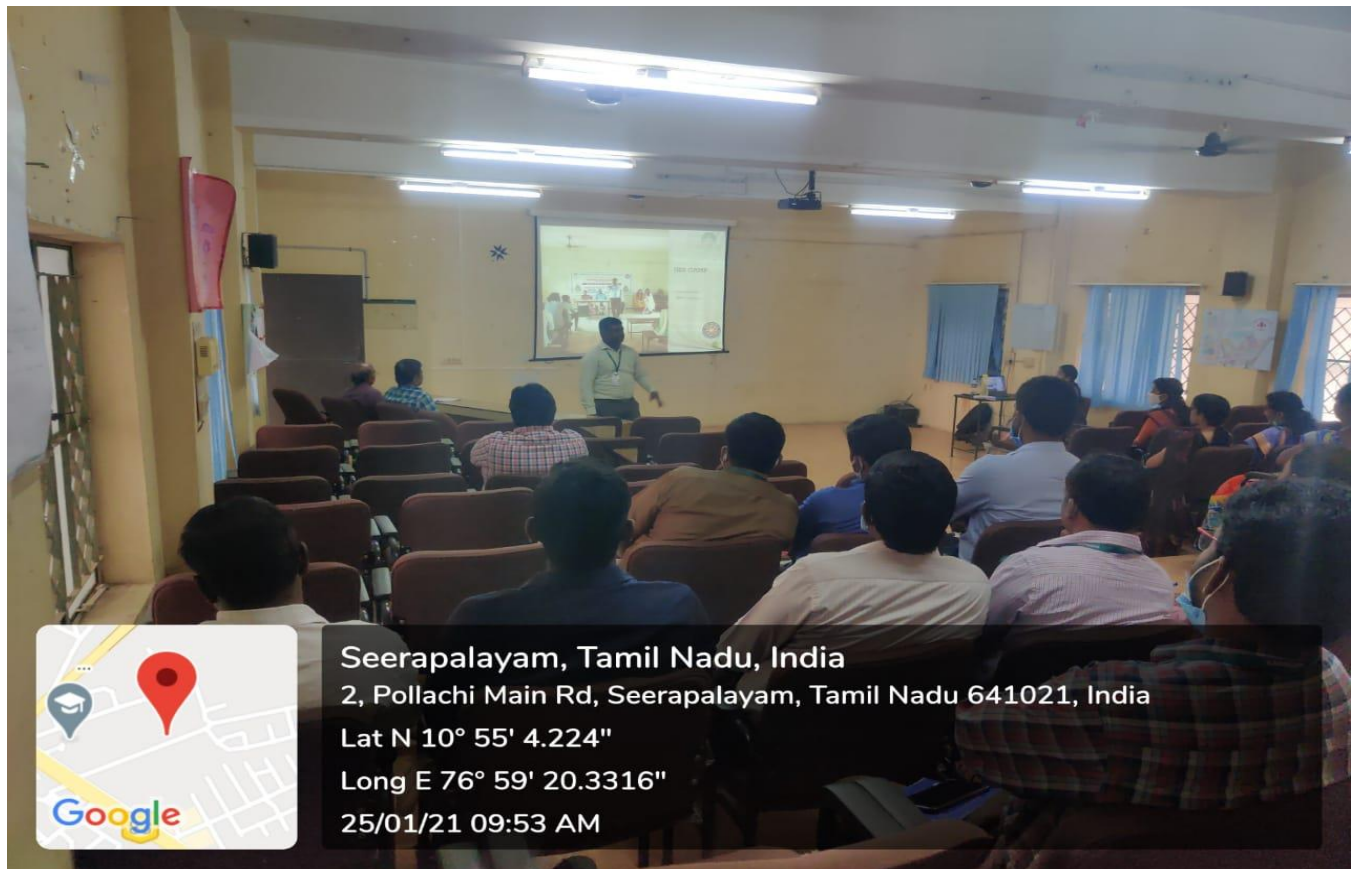
Day 6: 25-01-2021   **Venue: Thiruvalluvar Hall**

Session I   **Topic**: Extension Programmes

Resource Person: Dr. A. Dharmaraj, Director, Extension Programmes

The resource person dealt with the National Service Scheme (NSS) and Youth Red Cross (YRC) in detail.

The Resource Person explaining the Extension Programmes (25-01-2021)

Focus was given on the benefits of becoming a volunteer of NSS, the various activities carried out by the NSS wing of the institution. Tree plantation, awareness on organic farming, blood donation camps, Swachhata Pakhwada Campaign, celebration of yoga day and first aid camps organized by NSS were portrayed.

He also detailed about the activities of YRC wing of the institution. The camps organized and the awareness programmes organized on cyber security were shown to the participants.

After that, Dr.M. Jeganathan briefed about the functions /activities of various Committees, Cells, Centers, Clubs and Speciality Centres functioning in the institution.

The Resource Person interacts with the Participants (25.01.2021)

Session II   **Topic**: National Education Policy 2020

Resource Person: Dr. G.K.D. Prasanna Venkatesan, Dean, Faculty of Engineering

The Resource Person Dr. G.K.D. Prasanna Venkatesan, Dean, Faculty of Engineering through his presentation brought an awareness on National Education Policy 2020 (NEP) covering all aspects right from the vision to the time line for implementation in a lucid manner.

The key principles of NEP, the new academic structure right from foundation to secondary education, expected outcomes, focus on Learning Outcomes, innovative pedagogy, multi -lingual and the power of language learning and standard setting and accreditation were the topics dealt within the realm of school education.

Equally dealt with was the teacher education wherein the minimum qualification of a teacher was emphasized.

School infrastructure and resources, holistic development of the student, inclusivity, assessments, curriculum and pedagogical frame work, role of Government departments/Bodies/Institutions were the other topics covered by the resource person.

Conclusion:

Based on the feedback collected from the participants the need for this Orientation Programme was well justified.

S.Roy
28/1/21
The Director
IQAC
Karpagam Academy of Higher Education
Coimbatore - 641 021.