MARUDHAR KESARI JAIN COLLEGE FOR WOMEN
VANIYAMBADI

(A PROJECT OF SRI MARUDHAR KESARI JAIN TRUST)

Recognized under sec 2(f) & 12(B) of UGC Act 1956,
Permanently Affiliated to Thiruvalluvar university
Reaccredited by NAAC with "A" Grade, An ISO 21001 : 2018 Certified Institution

FACULTY DEVELOPMENT PROGRAM

Organizes One Week

FACULTY ORIENTATION PROGRAM

Date: 04.02.2023 to 11.02.2023
@ 10.00 am

Venue :AV Room

Sri.C. Lickmichand Jain
Secretary

Dr.M. Inbavalli
Principal

Dr. C. Pavithra & Dr. M. Charumathyi
FDP Cell Co-ordinators

All are Cordially Invited

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for Women
Vaniyambadi - 635 751

Marudhar Kesari Jain College for Women, Vaniyambadi

Orientation Program 2022-2023

Objectives

- Understand their roles and responsibilities as faculty members
- Familiarize themselves with the structure, functioning, rules, regulations and professional expectations.
- Explore pedagogical processes-aim of higher education, curriculum, instructional planning, classroom management, use of resources and assessment.
- Recognize the importance of self-development, socio-emotional development of students and the importance of nurturing ethics and values in higher education.

Syllabus

Module 1: University Regulations, Curriculum & Syllabus schemes. Roles and Regulations of MKJC.

Module 2: College Practices ISO, NAAC, Clubs & Committee, Scholarship, Management welfare for Faculty and Students.

Module 3: Teaching Methodology, Lesson Plan, Work Diary, Slow learners, Toppers, Students Motivation, Students Grievance and Counselling.

Module 4: Laboratory Classes, Assessment, Demonstration, Stock Register and Safety Procedures.

Module 5: Feedback Systems, Suggestion Box, Library E - resources.

3/02/2023

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S. No	Topic	Name of the Faculty	Signature
1.	University Regulation, Curriculum & Syllabus Schemes	Dr. M. Gomathi, Head, PG & Research Department of Biotechnology	
2.	Rules and Regulations of MKJC, Management Welfare for Faculty and Students	Ms. B. Sakthimala, PRO& Assistant Professor PG & Research Department of Business Administration	03/02/23
3.	College Practices, ISO, Feedback Systems, Suggestion Box	Ms. C. B. Sumathi Head, PG & Research Department of Mathematics	
4.	NAAC	Dr. G. Deepalakshmi Head, PG & Research Department of Business Administration	
5.	Clubs & Committee	Ms. S. Semmalar Assistant Professor PG & Research Department of Mathematics	4/02/23
6.	Scholarship	Mr. J. Karthick, Scholarship In charge, Office	
7.	Students Grievance And Counseling	Ms. S. Abirami Head, Department of Computer Applications	
8.	Lesson Plan, Work Diary, Slow Learners & Topper, Students Motivation	Ms. N. Vijayalakshmi Head, Department of Interior Design and Décor	
9.	Laboratory Classes, Assessment, Demonstration, Stock Register And Safety Procedures	Dr. R. Jesu Jaya Sudan Research Head, PG & Research Department of Biotechnology	
10.	Library E- Resources	Ms. K. Kalaiyarasi Librarian	

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TEACHING STAFF LIST 2022-2023

Time : 3.00 - 4.00pm

S.No	Date	Topic	Name of the Faculty	Signature
1	06.02.2023	1. Teaching Methodology Overview 2. Handling of Classes / Class room Management	Ms. R. Mahalakshmi Head & Assistant Professor, Department of Nutrition, FSM & Dietetics	R. Mahalakshmi 03/2/23
2	07.02.2023	1. Interactive Lectures / Participative Methods 2. Administrative Task / Document Maintenance /Assesment	Ms. K. Rajeswari Head & Assistant Professor, Department of Statistics	K. Raj 07/2/23
3	08.02.2023	1. Case Based Learning 2. Experimental Based Learning / Project Based Learning	Ms. R. Malarkodi Head & Assistant Professor, Department of Biochemistry	R. Malarkodi 08/2/2023
4	09.02.2023	1. Research Based Teaching 2. Teacher - Centered / Learner Centered Methods	Dr. P. Anandhi, Head & Assistant Professor, Department of MSW	P. Anandhi 3/2/2023
5	10.02.2023	1. Content Focused Methods 2. Flipped Class Room / Online Learning 3. ICT Tools / Teaching Aids	Dr. K. Priya, Head & Assistant Professor, Department of Computer Science	K. Priya 03/02/2023

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REPORT

ON

FACULTY ORIENTATION PROGRAM

Training Program for Laboratory Supporting Staff was organized by Faculty Development Cell on the topic **"FACULTY ORIENTATION PROGRAM"** from 04.02.2023 to 11.02.2023. On the first day, the program started with the invocation of prayer song.

At the outset Dr. M. Charumathy, FDP Cell Co-ordinator & Assistant Professor, PG & Research Department of Biochemistry, MKJC welcomed the gathering with gladsome welcome address. A Special Address was given by Dr. M. Inbavalli, Principal, MKJC and the Felicitation was given by MS. C. B. Sumathi, Head & Assistant Professor, Department of Mathematics.

On the first day, 04.02.2023, Ms. R. Mahalakshmi, Head & Assistant Professor, PG & Research Department of FSM & Dietetics, MKJC, delivered the speech on the topic "Teaching Methodology Overview". She explained the various methodologies followed for teaching the students.

Dr. C. Pavithra, FDP Cell Co-ordinator, Head & Assistant Professor, PG & Research Department of Physics, MKJC, proposed vote of thanks. Finally the program was ended with National anthem

On the second day, 06.02.2023, Ms. R. Mahalakshmi, Head & Assistant Professor, PG & Research Department of FSM & Dietetics, MKJC, delivered the speech on the topic "Handling of Classes and Classroom Management" She explained the way of handling the classes and students during the class hours.

On 07.02.2023, third day, Ms. K. Rajeswari, Head & Assistant Professor, Department of Statistics, MKJC, delivered the speech on the topic "Interactive Lectures/Participative Methods" in morning session. She stated the important points how to deliver lectures interactively as well as the importance of participation. On the same day, Afternoon session, she delivered the speech on the topic "Administrative Task/Document Maintenance/Assessment". She explained the Document and Assessment Maintenance in a very clear method.

On 08.02.2023, fourth day, Ms. R. Malarkodi, Head & Assistant Professor, PG & Research Department of Biochemistry, MKJC, delivered the speech on the topic "Case Based Learning" in morning session. She explained the significance of Case Based Learning. On the same day, Afternoon session, she delivered the speech on the topic "Experimental Based Learning/Project Based Learning". She stated the importance of Experimental Based Learning Method and the Project Based Learning Method in a crystal clear way.

On 09.02.2023, fifth day, Dr. P. Anadhi, Head & Assistant Professor, Department of MSW, MKJC, delivered the speech on the topic "Research Based Learning" in morning session. She

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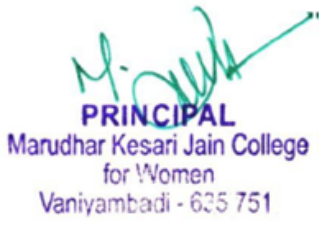
explained how to learn through Research as well as the importance of doing Research.. On the same day, Afternoon session, she delivered the speech on the topic “Teacher-Centered/Learner Centered Methods”. She explained the ways of Teacher-Centered method.

On 10.02.2023, sixth day, Dr. K. Priya, Head & Assistant Professor, PG & Research Department of Computer Science, MKJC, delivered the speech on the topic “Content Focused Methods” in morning session. She explained the various methods on taking classes by Content focused. On the same day, Afternoon session, she delivered the speech on the topic “Flipped class Room/Online Learning”. She explained the benefits of Online Learning.

On 11.02.2023, seventh day, Dr. K. Priya, Head & Assistant Professor, PG & Research Department of Computer Science, MKJC, delivered the speech on the topic “ICT Tools/Teaching Aids”. She explained the significance of ICT Tools as well as the Various Teaching Aids.





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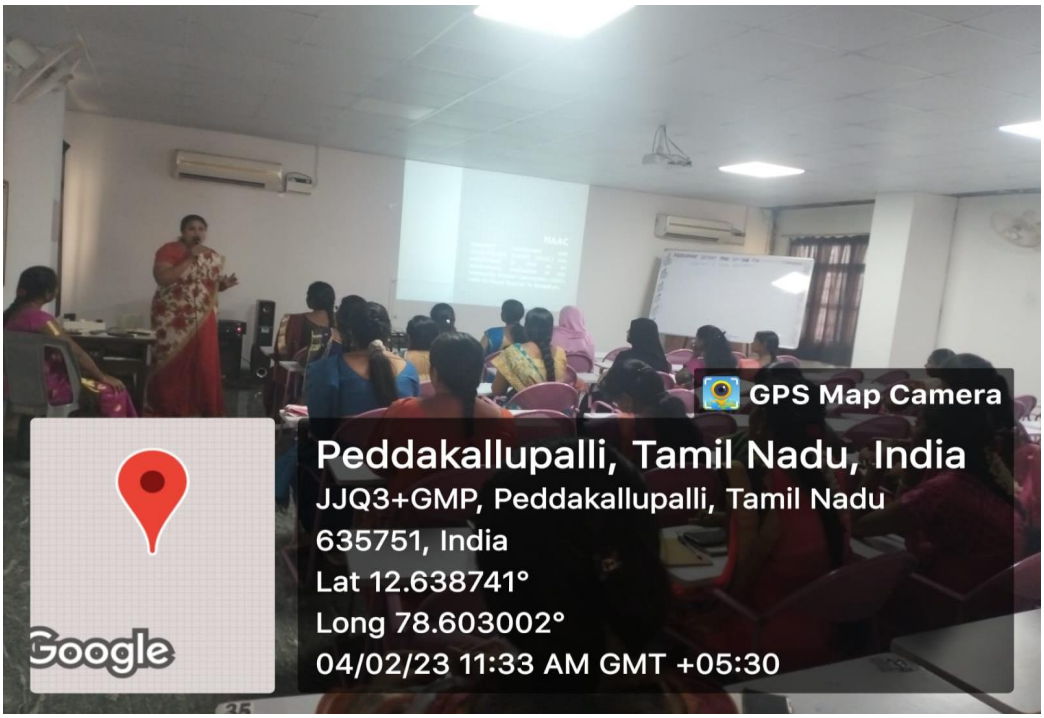
FACULTY ORIENTATION PROGRAM

PHOTOS

Date: 04.02.2023 – 11.02.2023





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