

Yeshwant Mahavidyalaya, Wardha

NAAC Reaccredited Grade 'B'

6.3.3 Number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last years



1.FDP - PROGRAM(Teaching)

Yeshwant Mahavidyalaya, Wardha

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YeshwantMahavidyalaya, Wardha Department of English Faculty Development Program

Session 2023-24

Department: - English and IQAC

Event – "Seven DaysFaculty Development Program: Enhancing English Language Proficiency for Professional Application among Teaching and Non-Teaching Staff"

Event Organized Report

1	Title of Activity / Events	"Seven DaysFaculty Development Program: Enhancing English Language Proficiency for Professional Application among Teaching and Non-Teaching Staff"
2	Date of Activity / Events	18/04/2024
3	Objectives of program	 To improve the English language proficiency of teaching and non-teaching staff To enhance confidence in using the English language effectively in professional settings. To equip participants with essential language skills for communication, instruction, and interaction within the academic and administrative domains. To foster a supportive learning environment conducive to continuous improvement in English language abilities.
4	Name of Coordinator	M.M. Sidam
5	No. of students participated	35
6	Place of Activity	YeshwantMahavidyalaya, Wardha
7	Name and address of expert /resource person	

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		Program Outcomes:
		1. Participants exhibited noticeable
		improvement in their English language skills,
		including grammar, vocabulary,
		pronunciation, and fluency.
		2. Enhanced ability to communicate effectively
		in English, both verbally and in writing,
		leading to better interactions within the
		academic and administrative contexts.
		3. Participants reported feeling more confident
0		in expressing themselves in English, thereby
8	Outcomes of program	overcoming inhibitions and barriers to
	1.12	communication. 4. The acquired language skills are expected to
	1 /2 1	4. The acquired language skills are expected to contribute to the overall professional
	1 (17)	competence of the faculty and staff,
	1 15 1	positively impacting their teaching,
	1 1 10	administrative, and interpersonal roles.
		5. The FDP instilled a culture of continuous
		learning, encouraging participants to further
		hone their language skills and explore
		advanced language learning opportunities.
9	Photo with caption	Attached

Committees for Organizing the Faculty Development Program

Event:

"Seven Days Faculty Development Program: Enhancing English Language Proficiency for Professional Application among Teaching and Non-Teaching Staff"

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Yeshwant Mahavidyalaya, Wardha

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Organized By: Department of English and IQAC, YeshwantMahavidyalaya, Wardha **Date:** 18/04/2024

1. Advisory Committee

- Dr. R.M. Bele
- Dr. A.M. Chaudhary
- Dr. N. H. Khode

2. Organizing Committee

- Ms. M. M. Sidam
- Dr. P. M. Narayane
- Dr. R. A. Bhalekar

3. Resource Person Coordination Committee

- Dr. S. S. Chauhan
- Dr. S. R. Vishwakarma
- Mr. S. B. Raibole

4. Registration Committee

- Dr. K. C. Kulkarni
- Dr. M. N. Bendle
- Mrs. A. C. Harley

5. Hospitality Committee

- Dr. A. M. Chaudhari
- Dr. A. A. Dupare
- Ms. N. B. Nirmal

6. Technical Support Committee

- Mr. E. R. Murkute
- Dr. D. B. Mahajan
- Mr. P. V. Kale

7. Publicity and Communication Committee

- Dr. M. V. Thengne
- Dr. Y. G. Thakre
- Ms. N. B. Nirmal

8. Feedback and Evaluation Committee

- Dr. S. S. Singam
- Dr. P. S. Katkar
- Ms. M. M. Sidam

9. Documentation Committee

- Dr. S. S. Chauhan
- Mr. S. B. Raibole
- Dr. R. A. Bhalekar

Schedule:

Sr. No	Date	Content	Resource Person
1	20/04/2024	Day 1: Foundation of English Language Proficiency	Dr. Ram Savnekar Head, Department of

AQAR 2023-24 [6.3.2] Empowering Young Minds to Address Global Challenges

Yeshwant Mahavidyalaya, Wardha

		 Introduction to the importance of English language proficiency in professional contexts Basic grammar and vocabulary-building exercises Listening exercises and comprehension tasks 	English. Aniket Collage of Social WarkWardha.
2	22/04/2024	Day 2: Communication Skills Enhancement • Effective communication strategies in English • Speaking practice: role-plays, presentations, and discussions • Writing skills: emails, reports, and official correspondence • Feedback sessions and peer review exercises	Prof.Madhuri M. Sidam Head, Department of English. YeshwantMahavidyalaya, Wardha
3	23/04/2024	Day 3: Language for Academic Purposes	Abhijeet A. Waghade Department of English. YeshwantMahavidyalaya, Wardha
4	24/04/2024	Day 4: English for Administrative Tasks Vocabulary related to administrative tasks Effective communication in administrative contexts: meetings, phone calls, and official documents Writing professional emails and memos	Amit Pohankar Department of English. YeshwantMahavidyalaya, Wardha
5	25/04/2024	Day 5: Interactive Sessions and Workshops • Interactive sessions on specific language challenges	Department of English. YeshwantMahavidyalaya,



Yeshwant Mahavidyalaya, Wardha

		 faced by participants Group workshops focusing on individual needs and areas for improvement Language games and activities for reinforcement 	
6	27/04/2024	 Day 6: Application and Practice Practical application of learned language skills through role-plays and simulations Group projects requiring collaboration and communication in English Mock scenarios representing real-life professional situations 	YeshwantMahavidyalaya,
7	29/04/2024	 Day 7: Evaluation and Reflection Individual assessments for improvement and areas for further development Reflection session: sharing experiences and insights gained during the program Action planning: setting personal language proficiency goals for continued growth 	PriyankaWaghamare Department of English. YeshwantMahavidyalaya, Wardha

Yeshwant Mahavidyalaya, Wardha

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This is to inform that all teaching and non-teaching staff shall present for FDP organized by epartment of English in collaboration. the Department of English in collaboration with IQAC on "Enhancing English Language Proficiency for Professional Application Among Techniques and Indication Indica for Professional Application Among Teaching and Non-teaching Staff " dated 20/04/2024 in Room-No -08 at 9.00 am. No -08 at 9.00 am. Officiating Principal Date; 19/04/2024 Yeshwant Mahavidyalay, Wardha Place: Wardha Officiating Principal Yeshwait Nilavidyulaya WARDHA

Activity Report



Yeshwant Mahavidyalaya, Wardha

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Introduction:

YeshwantMahavidyalaya, Wardha, organized a comprehensive seven-day Faculty Development Program (FDP)from 20/04/2024 to 29/04/2024 aimed at enhancing the proficiency of both teaching and non-teaching staff in the effective use of the English language within their respective professional domains. The program was structured to address the diverse needs of participants, equipping them with the necessary language skills and strategies to excel in their roles within the institution.

Objectives:

- 1. To improve the English language proficiency of teaching and non-teaching staff
- 2. To enhance confidence in using the English language effectively in professional settings.
- 3. To equip participants with essential language skills for communication, instruction, and interaction within the academic and administrative domains.
- 4. To foster a supportive learning environment conducive to continuous improvement in English language abilities.

Program Structure:

The seven-day program was meticulously designed to incorporate a blend of interactive sessions, workshops, group activities, and practical exercises. Each day was dedicated to specific aspects of language acquisition and application, progressively building upon the participants' existing knowledge and skills. The program covered the following key areas:

Day 1: Foundation of English Language Proficiency

- Introduction to the importance of English language proficiency in professional contexts
- Basic grammar and vocabulary-building exercises
- Listening exercises and comprehension tasks

Day 2: Communication Skills Enhancement

- Effective communication strategies in English
- Speaking practice: role-plays, presentations, and discussions
- Writing skills: emails, reports, and official correspondence
- Feedback sessions and peer review exercises



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Day 3: Language for Academic Purposes

- Academic vocabulary expansion
- Structuring academic presentations and lectures
- Academic writing techniques: essays, research papers, and abstracts

Day 4: English for Administrative Tasks

- Vocabulary related to administrative tasks
- Effective communication in administrative contexts: meetings, phone calls, and official documents
- Writing professional emails and memos

Day 5: Interactive Sessions and Workshops

- Interactive sessions on specific language challenges faced by participants
- Group workshops focusing on individual needs and areas for improvement
- Language games and activities for reinforcement

Day 6: Application and Practice

- Practical application of learned language skills through role-plays and simulations
- Group projects requiring collaboration and communication in English
- Mock scenarios representing real-life professional situations

Day 7: Evaluation and Reflection

- Individual assessments for improvement and areas for further development
- Reflection session: sharing experiences and insights gained during the program
- Action planning: setting personal language proficiency goals for continued growth

Methodology:

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The FDP adopted a learner-centered approach, encouraging active participation, collaboration, and peer learning. Various instructional methods were employed, including lectures by Resource Persons, group discussions, role-plays, case studies, and hands-on



Yeshwant Mahavidyalaya, Wardha

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activities. Participants were provided with ample opportunities to practice and apply their language skills in simulated real-world scenarios, thereby enhancing their confidence and proficiency.

Resource Persons:

Eminent language experts, faculty members specializing in English language teaching, and professionals with expertise in communication skills development were invited as resource persons. Their rich experience and insights greatly enriched the learning experience, providing participants with practical strategies and tips for effective language use.

Outcomes:

- 6. Enhanced Language Proficiency: Participants exhibited noticeable improvement in their English language skills, including grammar, vocabulary, pronunciation, and fluency.
- 7. Improved Communication Skills: Enhanced ability to communicate effectively in English, both verbally and in writing, leading to better interactions within the academic and administrative contexts.
- 8. Increased Confidence: Participants reported feeling more confident in expressing themselves in English, thereby overcoming inhibitions and barriers to communication.
- 9. **Greater Professional Competence:** The acquired language skills are expected to contribute to the overall professional competence of the faculty and staff, positively impacting their teaching, administrative, and interpersonal roles.
- 10. **Continued Learning Culture:** The FDP instilled a culture of continuous learning, encouraging participants to further hone their language skills and explore advanced language learning opportunities.

Impact:

- 1. Increased efficiency and effectiveness in professional communication and tasks.
- 2. Enhanced reputation of YeshwantMahavidyalaya, Wardha, as an institution with proficient English-speaking faculty andstaff.
- 3. Improved student satisfaction and engagement due to clearer instruction and communication.
- 4. Opportunities for professional growth and advancement for participants, both within and outside the institution.
- 5. Long-term impact on institutional quality and competitiveness through sustained focus on language proficiency development among staff members.



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Conclusion:

The seven-day Faculty Development Program on the use of the English language in the profession conducted at YeshwantMahavidyalaya, Wardha, was a resounding success. By equipping participants with essential language skills and strategies, the program has empowered them to excel in their respective roles within the institution. It is imperative to sustain the momentum generated by this FDP by providing ongoing support and opportunities for further skill development. YeshwantMahavidyalaya remains committed to fostering a conducive environment for the professional growth and development of its faculty and staff.

Recommendations:

- 1. Organize follow-up sessions or refresher courses to reinforce learning and address any ongoing language-related challenges.
- 2. Encourage the integration of English language learning activities into the regular curriculum and professional development initiatives.
- 3. Establish a language learning resource center equipped with relevant materials, software, and tools to support continuous language skill enhancement.
- 4. Foster a supportive and inclusive environment where faculty and staff feel encouraged to practice and apply their language skills without fear of judgment or criticism.

Acknowledgments:

We extend our gratitude to the Principal, Dr.Bele, IQAC Coordinator, Dr.Arati Chaudhary, and all the participants, resource persons, and organizers whose contributions were instrumental in making this Faculty Development Program a resounding success.

YeshwantMahavidyalaya, Wardha Department of English Faculty Development Program

Session 2023-24

Event – Inauguration of "Seven Days Faculty Development Program: Enhancing English Language Proficiency for Professional Application among Teaching and Non-Teaching Staff"

Yeshwant Mahavidyalaya, Wardha









Yeshwant Mahavidyalaya, Wardha





Event – Sessionsin "Seven Days Faculty Development Program: Enhancing English Language Proficiency for Professional Application among Teaching and Non-Teaching Staff"

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Yeshwant Mahavidyalaya, Wardha Department of English and IQAC Seven-Days Faculty Development Program (Session 2023-24)

On

" Enhancing English Language Proficiency for Professional Application among Teaching and Non-Teaching Staff"

Sr.	Name of Teaching/Non-Teaching Staff	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
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Yeshwant Mahavidyalaya, Wardha Department of English and IQAC Seven-Days Faculty Development Program (Session 2023-24)

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" Enhancing English Language Proficiency for Professional Application among Teaching and Non-Teaching Staff"

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14.	Miss. Priganka Waghmare	Sugaman	Jughman	Stylman	Elyhmas	Stylman	Julyman	Shipway
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Yeshwant Mahavidyalaya, Wardha

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Yeshwant Mahavidyalaya, Wardha Department of English and IQAC Seven-Days Faculty Development Program (Session 2023-24)

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" Enhancing English Language Proficiency for Professional Application among Teaching and Non-Teaching Staff"

Sr. No	Name of Teaching/Non-Teaching Staff	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
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Yeshwant Mahavidyalaya, Wardha Department of English and IQAC Seven-Days Faculty Development Program (Session 2023-24)

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" Enhancing English Language Proficiency for Professional Application among Teaching and Non-Teaching Staff"

Sr. No	Name of Teaching/Non-Teaching Staff	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
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2.FDP - PROGRAM (Teaching)

Yeshwant Mahavidyalaya, Wardha

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YeshwantMahavidyalaya, Wardha

Internal Quality Assurance Cell (IQAC) Session 2023-24

Name of Committee /Program/Department: Hindi Event Organized Report

1	Title of Activity/Events	Seven days Faculty Development Program On 'New
		Education Policy '
2	Date of the Activity/Events	12/04/2024
3	Objectives Of Activity	 To provide an insight into the National Education Policy 2020 To impart knowledge about the changes and transformations to be brought about in the country's educational framework. To make the faculty understand the nuances of the policy in letter and spirit and the ways to effective implementation of the policy in every domain of the educational sector.
4	Name of the coordinator	Dr. Sanjay Dhote
5	No. of Participated	25
6	Place Of Activity	Room No 08
7	Name and address of the expert / resource person	Dr.Birpal Singh Yadav Professor and Head Hindi Department, Central University of Humaities and Science, Haryana Dr. Sandeep Kumar Varma Department of Mass Communication, MGIHV, Wardha
8	Outcome of program	All Participated understood the importance of of New Education Policy
9	Photo with caption	



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Yeshwant Mahavidyalaya, Wardha

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Seven Days Faculty Development Program on 'New Education Policy 2020'

Date of Event: 12/04/2024 – 18/04/2024

Objectives of the Event:

- 1. To provide an insight into the National Education Policy 2020
- 2. To impart knowledge about the changes and transformations to be brought about in the country's educational framework.
- 3. To make the faculty understand the nuances of the policy in letter and spirit and the ways to implement it effectively in every domain of the educational sector.

Coordinator: Dr. Sanjay Dhote

No. of Participants:25

Place of Activity: Room No. 08

Seven-Day Schedule

Day	Session Title	Details/Agenda
Day 1 (12/04/2024)	Inauguration and Introduction to NEP 2020	 Welcome Address Introduction to the National Education Policy 2020 Overview of major changes and objectives of NEP
Day 2 (13/04/2024)	Curriculum and Pedagogy under NEP 2020	 Changes in Curriculum Structure and Design Pedagogical Approaches for Effective Implementation Role of Faculty in Curriculum Delivery
Day 3 (15/04/2024)	Focus on Holistic Education: Multidisciplinary Approach	 Understanding the Multidisciplinary Framework Integration of Vocational Education Importance of Holistic Learning
Day 4 (16/04/2024)	Digital Learning and Technology in NEP 2020	 Role of ICT in Education Promoting Online and Blended Learning Models Faculty Training for Online Tools
Day 5 (18/04/2024)	Assessment and Evaluation Reforms	 Moving from Traditional to Competency-based Assessment Continuous Assessment and Feedback Mechanisms Aligning Evaluation with NEP Goals
Day 6 (19/04/2024)	Inclusion and Equity in Education	 Strategies for Promoting Inclusive Education Addressing Regional and Socioeconomic Disparities Empowering Marginalized Groups in Education
Day 7 (20/04/2024)	Implementation Strategies and Roadmap for NEP	 Faculty Role in NEP Implementation Challenges and Opportunities in NEP 2020 Concluding Remarks and Certification Distribution



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Outcome of the Program:

All participants gained a comprehensive understanding of the New Education Policy 2020 and its importance in transforming India's educational landscape. Faculty members are now better equipped to implement the policy's objectives in their respective teaching practices.





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3.FDP - PROGRAM (Teaching)

Notice

It is to inform you that all the faculty and staff members of Yeshwant Mahavidyalaya, Wardha please attend the activity of "FDP on role of teacher in enhancing academic and administrative excellence" by Dr. Manjushri Sardeshpande English, R S Mundle Dharampeth Arts & Commerce College Nagpur in online mode from 7th to 11th Feb. 2024 at 2 PM

Date: 04/02/2024

Dept. of Law Yeshwant Mahavidyalaya, Wardha



Yeshwant Mahavidyalaya, Wardha

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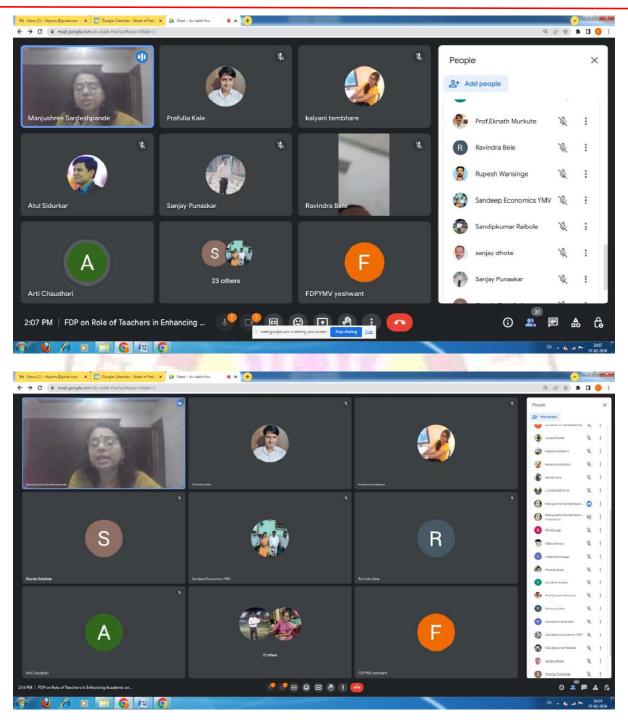


Yeshwant Mahavidyalaya, Wardha Activity Organized Report Session-2023-2024

Name of the activity organised	FDP Program for Teachers
Title of the activity	FDP on role of teacher in enhancing academic
	and administrative excellence
Date of activity organized	07-11 Feb 2024
Name of the co-ordinator activity	Prof. S.S. Singam
Place of Activity	Online Mode
Name of the guest/Resource Person	Dr. Manjushri Surdeshpande
	Associate professor & HOD English,
	R.S. Mundle Dharampeth Arts & Commerce
	College, Nagpur
Objective of the Activity	To ensure the skills and practices amongst
	teaching and non-teaching staff.
Outcome of the activity	FDP helped in ensuring the skills and practices
	amongst teaching and non-teaching staff.
Geo tagged photo and news	Attached
	66
No. of participation (Teachers & Staff)	
Signature sheet of staff member	Shalog



Yeshwant Mahavidyalaya, Wardha



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Yeshwant Mahavidyalaya, Wardha

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Certificate

This certificate is presented to Dr. Kalpana Kulkarni for participating Five days FDP on role of teachers in enhancing Academic and administrative excellence. Organized by IQAC with collaboration with department of Law on 07th to 11th Feb 2024.

We wish to acknowledge your presence. We hope you had a fruitful experience.

Dr. Shipra Singham Convenor HOD, Law Deptt.

Par

Dr. Arti Chaudhari IQAC, Coordinator

An chaudhari

Dr. Ravindra M. Bele Principal

Yeshwant Mahavidyalaya, Wardha

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FDP – PROGRAM (Non Teaching)

	Yeshwant Mahavidyalaya,	Wardha
	Internal Quality Assurance Cel	II (IQAC)
	Session - 2023 - 2024	
	Name of Department : I	_aw
	ACTIVITTY REPOR	T
1	Name of Activity / Topic	FDP for non teaching staff: Computer and its uses.
2	Topic of Activity	Computer and its use in office and day to day life.
3	Date of activity	20-09-2023 to 27-09-2023
4	Name of the Co-ordinator	Dr. Shipra Singam. Dr. Sanjay Dhote
5	Objective of the activity / Topic	To bring awareness of computer it's application and uses among staff.
6	Name of the resource person	Mr. Chaitanya Kubde
7	No. of Staff member participated	32
8	place of activity (room no. / place)	Yeshwant Mahavidyalaya, Wardha
9	Outcome of Activity / Topic	Staff members learned the skill and and got benefited
10	Geo tagged photo	Given
	Silver Some	Shipar
	Signature of Teacher Note: Attach all the relevant information	Signature of HoD
	and give this information in soft copy.	Department of Law, Yoshmant Mahavidyalaya



Yeshwant Mahavidyalaya, Wardha



Yeshwant Mahavidyalaya, Wardha

	ATTENDANCE SHEET	
	Department of Law	
Nan	e of the Activity: FDP for non-teaching ste	aff - Computer & its w
Б	e of the Activity: FDP for non-teaching sta	Ne: 11:00 - 2:00
Date		Signature
Sr. No.	Name of the Student	Signature
01.	Mehemud Sheikh	
02.	Bhogwan Gujarkar	supite.
03.	Rajesh Nakhale	Bupile.
04.	Ravi Theol	
05.	Vinay, Moon	12.40
06.	Chamarakant More	0 0 0
07.	Pradip Charhan	CELAN
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09.	Anil Nandurkar	Canania
10.	Ajay Lokhande	deha
11	Tara Jagtap	Texts
12	Gayatri Deshmukh	2 Rant
13	Ramesh Raut	C.R. Chai
14.	Chetan Chavhan	
15.	Anirudha Thakre	Anind
16.	Nikhil Gulhane	Wind .
17.	Sanjay Labhane	2
18.	Pratik-Bhagat	
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25.	Lata Sayam,	En. Sat
26.	Govinda Lokhande	CM LORA
27.	Shweter Manpe	Signille
28.	Poitnka Dhopte	Prignt
29.	DiPali Gnorpade	Dipau
30.	Dinesh Deshmukh	Shuce
31.	Juhodh D. Gote	A9-
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