



# KATWA COLLEGE

(Affiliated to the University of Burdwan)

Principal's Office,

P.O.: Katwa, Dist.: Purba Bardhaman, West Bengal, PIN: 713130, India.

Mobile: +918101078393

॥ विद्यया विन्दतेऽमृतम् ॥

KATWA COLLEGE  
(Affiliated to the UNIVERSITY OF BURDWAN)

Principal's Office  
KATWA - 713 130  
PURBA BARDHAMAN  
Mob. - +91 8101078393  
E-mail: [katcoll2009@gmail.com](mailto:katcoll2009@gmail.com)  
Website: [www.katwacollege.ac.in](http://www.katwacollege.ac.in)

6.3.3.1 Faculty Development Programme-Event Brochures and reports during the year 2019-2024

**Programme Schedule  
2019-2020**

Date: 20.11.2019 (Day 1)	
12:00-12:10	Welcome Address by IQAC Coordinator
12:10-12:20	Inaugural Song
12:20-12:25	Lighting of the lamp
12:20-12:30	Inaugural Address by Principal
12:30-12:40	Introduction and Felicitation of Speaker
12:40-1:40	Lecture by <b>Dr. Khagendra Nath Chatterjee</b> , Associate Professor & HOD, Department of Education, University of Burdwan  <b>Topic: Outcome in Higher Education</b>
1:40-1:55	Interactive Session
1:55-2:00	Vote of thanks by the IQAC Coordinator
Date: 21.11.2019 (Day 2)	
12:00-12:10	Welcome Address by IQAC Coordinator
12:10-12:20	Inaugural Song
12:20-12:25	Lighting of the lamp
12:20-12:30	Inaugural Address by Principal
12:30-12:40	Introduction and Felicitation of Speaker
12:40-1:40	Lecture by <b>Dr. Subhas Singha Roy</b> , Associate Professor, Department of Political Science, Chandidas Mahavidyalaya  <b>Topic: Attainment and Alignment of PO &amp; CO</b>
1:40-1:55	Interactive Session
1:55-2:00	Vote of thanks by the IQAC Coordinator

Principal  
Katwa College  
Katwa, Purba Bardhaman

Coordinator  
IQAC  
Katwa College  
Coordinator  
IQAC  
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01/10/2024

Signature of the IQAC Coordinator

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01/10/2024

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Date: 22.11.2019 (Day 3)	
12:00-12:10	Welcome Address by IQAC Coordinator
12:10-12:20	Inaugural Song
12:20-12:25	Lighting of the lamp
12:20-12:30	Inaugural Address by Principal
12:30-12:40	Introduction and Felicitation of Speaker
12:40-1:40	Lecture by <b>Dr. Md. Inamur Rahaman</b> , Principal, Dasarathi Hazra Memorial College
	<b>Topic: Domains of Outcome based Learning</b>
1:40-1:55	Interactive Session
1:55-2:00	Vote of thanks by the IQAC Coordinator
Date: 23.11.2019 (Day 4)	
12:00-12:10	Welcome Address by IQAC Coordinator
12:10-12:20	Inaugural Song
12:20-12:25	Lighting of the lamp
12:20-12:30	Inaugural Address by Principal
12:30-12:40	Introduction and Felicitation of Speaker
12:40-1:40	Lecture by <b>Dr. Prolay Mondal</b> , Assistant Professor, Department of Geography, Raiganj University
	<b>Topic: Hands on Session on Formulating Learning Outcome</b>
1:40-1:55	Interactive Session
1:55-2:00	Vote of thanks by the IQAC Coordinator

*Principal*  
Principal  
Katwa College  
13/11/2019

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Katwa, Purba Bardhaman



*Coordinator*  
Coordinator  
IQAC  
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Coordinator  
IQAC  
Katwa College  
12/11/19

*Coordinator*  
01/10/2024

Signature of the IQAC Coordinator

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Katwa College

*Principal*  
01/10/2024

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Date: 25.11.2019 (Day 5)	
12:00-12:10	Welcome Address by IQAC Coordinator
12:10-12:20	Inaugural Song
12:20-12:25	Lighting of the lamp
12:20-12:30	Inaugural Address by Principal
12:30-12:40	Introduction and Felicitation of Speaker
12:40-1:40	Lecture by <b>Dr. Birendra Kumar Haldar</b> , IQAC Coordinator & Assistant Professor in Sanskrit, Kandra Radhakanta Kundu Mahavidyalaya <b>Topic: Outcome Based Education: An Introduction</b>
1:40-1:55	Interactive Session
1:55-2:00	Vote of thanks by the IQAC Coordinator
Date: 26.11.2019 (Day 6)	
12:00-12:10	Welcome Address by IQAC Coordinator
12:10-12:20	Inaugural Song
12:20-12:25	Lighting of the lamp
12:20-12:30	Inaugural Address by Principal
12:30-12:40	Introduction and Felicitation of Speaker
12:40-1:40	Lecture by <b>Dr. Achintya Mohan Goswami</b> , W.B.E.S., Associate Professor in Physiology, Krishnagar Government College <b>Topic: Syllabus distribution and analysis of Curriculum</b>
1:40-1:55	Interactive Session
1:55-2:00	Vote of thanks by the IQAC Coordinator

*ABASKAR 13/11/2019*  
Principal  
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*ABASKAR 13/11/19*  
Coordinator  
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Katwa College  
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01/10/2024

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## Programme Schedule 2019-2020

Date: 18.12.2019 (Day 1)	
12:00-12:10	Welcome Address by IQAC Coordinator
12:10-12:20	Inaugural Song
12:20-12:25	Lighting of the lamp
12:20-12:30	Inaugural Address by Principal
12:30-12:40	Introduction and Felicitation of Speaker
12:40-1:40	Lecture by <b>Dr. Padmaja Mondal</b> , Assistant Professor, Dr. Gour Mohan Roy College <b>Topic:</b> Digital tools and platforms for e-Governance
1:40-1:55	Interactive Session
1:55-2:00	Vote of thanks by the IQAC Coordinator
Date: 19.12.2019 (Day 2)	
12:00-12:10	Welcome Address by IQAC Coordinator
12:10-12:20	Inaugural Song
12:20-12:25	Lighting of the lamp
12:20-12:30	Inaugural Address by Principal
12:30-12:40	Introduction and Felicitation of Speaker
12:40-1:40	Lecture by <b>Dr. Nursadh Ali</b> , Principal, Bolpur College <b>Topic:</b> Data Management and Analysis for e-Governance
1:40-1:55	Interactive Session
1:55-2:00	Vote of thanks by the IQAC Coordinator

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14/12/2019  
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14/12/19  
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Date: 20.12.2019 (Day 3)	
12:00-12:10	Welcome Address by IQAC Coordinator
12:10-12:20	Inaugural Song
12:20-12:25	Lighting of the lamp
12:20-12:30	Inaugural Address by Principal
12:30-12:40	Introduction and Felicitation of Speaker
12:40-1:40	Lecture by <b>Dr. Ananda Dulal Bagdi</b> , Associate Professor, Kandra Radhakanta Kundu Mahavidyalaya <b>Topic:</b> User Experience and Human Centric Design
1:40-1:55	Interactive Session
1:55-2:00	Vote of thanks by the IQAC Coordinator
Date: 21.12.2019 (Day 4)	
12:00-12:10	Welcome Address by IQAC Coordinator
12:10-12:20	Inaugural Song
12:20-12:25	Lighting of the lamp
12:20-12:30	Inaugural Address by Principal
12:30-12:40	Introduction and Felicitation of Speaker
12:40-1:40	Lecture by <b>Dr. Rajiba Lochan Mahapatra</b> , Assistant Professor, Department of Education, The University of Burdwan <b>Topic:</b> Change Management and Future Outlook
1:40-1:55	Interactive Session
1:55-2:00	Vote of thanks by the IQAC Coordinator

*ASekar*  
Principal  
Katwa College 19/10/2019

Principal  
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Katwa, Purba Bardhaman



*ASekar*  
Coordinator  
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Katwa College

*ASekar*  
01/10/2024

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*ASekar*  
01/10/2024

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Date: 23.12.2019 (Day 5)	
12:00-12:10	Welcome Address by IQAC Coordinator
12:10-12:20	Inaugural Song
12:20-12:25	Lighting of the lamp
12:20-12:30	Inaugural Address by Principal
12:30-12:40	Introduction and Felicitation of Speaker
12:40-1:40	Lecture by <b>Molla Hafizur Rahaman</b> , W.B.E.S., Assistant Professor in English, Government General Degree College <b>Topic: Legal and Regulatory Aspect of e-Governance</b>
1:40-1:55	Interactive Session
1:55-2:00	Vote of thanks by the IQAC Coordinator
Date: 24.12.2019 (Day 6)	
12:00-12:10	Welcome Address by IQAC Coordinator
12:10-12:20	Inaugural Song
12:20-12:25	Lighting of the lamp
12:20-12:30	Inaugural Address by Principal
12:30-12:40	Introduction and Felicitation of Speaker
12:40-1:40	Lecture by <b>Dr. Rajib Sarkar</b> , Assistant Professor in Computer Science, Derozio Memorial College <b>Topic: Implementation and Sustainability of e-Governance Initiatives</b>
1:40-1:55	Interactive Session
1:55-2:00	Vote of thanks by the IQAC Coordinator

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01/10/2024

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## Programme Schedule 2022-2023

Date: 17.03.2023 (Day 1)	
2:00-2:10	Welcome Address by IQAC Coordinator
2:10-2:20	Inaugural Song
2:20-2:25	Lighting of the lamp
2:25-2:35	Inaugural Address by Principal
2:35-2:45	Introduction and Felicitation of Speaker
2:45-4:00	Lecture by <b>Molla Hafizur Rahaman</b> , W.B.E.S., Assistant Professor in English, Government General Degree College <b>Topic: National Educational Policy-2020</b>
4:00-4:10	Interactive Session
4:10-4:15	Vote of thanks by the IQAC Coordinator
Date: 18.03.2023 (Day 2)	
2:00-2:10	Welcome Address by IQAC Coordinator
2:10-2:20	Inaugural Song
2:20-2:25	Lighting of the lamp
2:25-2:35	Inaugural Address by Principal
2:35-2:45	Introduction and Felicitation of Speaker
2:45-4:00	Lecture by <b>Dr. Bibhas Chandra Saha</b> , Principal, Purbasthali College <b>Topic: National Educational Policy-2020</b>
4:00-4:10	Interactive Session
4:10-4:15	Vote of thanks by the IQAC Coordinator

*NSC/KK*  
Principal  
Katwa College  
19/03/2023  
Principal  
Katwa College  
Katwa, Purba Bardhaman



*NSC/KK* 17/3/23  
Coordinator  
IQAC  
Katwa College  
Coordinator  
IQAC  
Katwa College

*NSC/KK*  
01/10/2024

Signature of the IQAC Coordinator

Coordinator  
IQAC  
Katwa College

*NSC/KK*  
01/10/2024

Signature of the Principal

Principal  
Katwa College



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Website: [www.katwacollege.ac.in](http://www.katwacollege.ac.in)

<b>Date: 19.03.2023 (Day 3)</b>	
2:00-2:10	Welcome Address by IQAC Coordinator
2:10-2:20	Inaugural Song
2:20-2:25	Lighting of the lamp
2:25-2:35	Inaugural Address by Principal
2:35:2:45	Introduction and Felicitation of Speaker
2:45-4:00	Lecture by <b>Dr. Khagendranath Chattopadhyay</b> , Department of Education, University of Burdwan <b>Topic: National Educational Policy-2020</b>
4:00-4:10	Interactive Session
4:10-4:15	Vote of thanks by the IQAC Coordinator
<b>Date: 20.03.2023 (Day 4)</b>	
2:00-2:10	Welcome Address by IQAC Coordinator
2:10-2:20	Inaugural Song
2:20-2:25	Lighting of the lamp
2:25-2:35	Inaugural Address by Principal
2:35:2:45	Introduction and Felicitation of Speaker
2:45-4:00	Lecture by <b>Dr. Mrinal Kanti Chattopadhyay</b> , Principal, Kandra Radha Kanta Kundu Mahavidyalaya <b>Topic: National Educational Policy-2020</b>
4:00-4:10	Interactive Session
4:10-4:15	Vote of thanks by the IQAC Coordinator

*Principal*  
Principal  
Katwa College  
14/03/2023



Principal  
Katwa College  
Katwa, Purba Bardhaman

*Coordinator*  
Coordinator  
IQAC  
Katwa College  
14/3/23  
Coordinator  
IQAC  
Katwa College

*Coordinator*  
01/10/2024

Signature of the IQAC Coordinator

Coordinator  
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Katwa College

*Principal*  
01/10/2024

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<b>Date: 21.03.2023 (Day 5)</b>	
2:00-2:10	Welcome Address by IQAC Coordinator
2:10-2:20	Inaugural Song
2:20-2:25	Lighting of the lamp
2:25-2:35	Inaugural Address by Principal
2:35-2:45	Introduction and Felicitation of Speaker
2:45-4:00	Lecture by <b>Aritra Rudra</b> , Assistant Professor, W.B.E.S., Government General Degree College, Mangalkote <b>Topic: National Educational Policy-2020</b>
4:00-4:10	Interactive Session
4:10-4:15	Vote of thanks by the IQAC Coordinator
<b>Date: 22.03.2023 (Day 6)</b>	
2:00-2:10	Welcome Address by IQAC Coordinator
2:10-2:20	Inaugural Song
2:20-2:25	Lighting of the lamp
2:25-2:35	Inaugural Address by Principal
2:35-2:45	Introduction and Felicitation of Speaker
2:45-4:00	Lecture by <b>Dr. Achintya Mohan Goswami</b> , Assistant Professor, Krishnagar Government College <b>Topic: National Educational Policy-2020</b>
4:00-4:10	Interactive Session
4:10-4:15	Vote of thanks by the IQAC Coordinator

*Principal*  
Principal  
Katwa College  
14/03/23



Principal  
Katwa College  
Katwa, Purba Bardhaman

*Coordinator*  
Coordinator  
IQAC  
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Coordinator  
IQAC  
Katwa College  
14/3/23

*Coordinator*  
01/10/2024

Signature of the IQAC Coordinator

Coordinator  
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Katwa College

*Principal*  
01/10/2024

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Date: 23.03.2023 (Day 7)	
2:00-2:10	Welcome Address by IQAC Coordinator
2:10-2:20	Inaugural Song
2:20-2:25	Lighting of the lamp
2:25-2:35	Inaugural Address by Principal
2:35-2:45	Introduction and Felicitation of Speaker
2:45-4:00	Lecture by <b>Dr. Prolay Mandal</b> , Assistant Professor, Raiganj University Topic: National Educational Policy-2020
4:00-4:10	Interactive Session
4:10-4:15	Vote of thanks by the IQAC Coordinator

*NSCMM*  
Principal  
Katwa College 14/03/2023

Principal  
Katwa College  
Katwa, Purba Bardhaman



*NSCMM*  
Coordinator  
IQAC  
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Coordinator  
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Katwa College

*NSCMM*  
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## Programme Schedule 2022-2023

Date: 16.05.2023 (Day 1)	
2:30-2:35	Welcome Address by Dulal Sarkar
2:35-2:45	Inaugural Song
2:45-2:50	Lighting of the lamp
2:50-2:55	Inaugural Address by Principal
2:55:3:00	Introduction and Felicitation of Speaker
3:00-4:15	Lecture by <b>Dr. Bibhas Chandra Saha</b> , Principal, Purbasthali College <b>Topic: Hands on Training on Integrated Financial Management System (WBIFMS)</b>
4:15-4:25	Interactive Session
4:25-4:30	Vote of thanks by the IQAC Coordinator
Date: 17.05.2023 (Day 2)	
2:30-2:35	Welcome Address by Dulal Sarkar
2:35-2:45	Inaugural Song
2:45-2:50	Lighting of the lamp
2:50-2:55	Inaugural Address by Principal
2:55:3:00	Introduction and Felicitation of Speaker
3:00-4:15	Lecture by <b>Sk Shakeel</b> , Assistant Professor in Commerce, Katwa College <b>Topic: Human Resource Management</b>
4:15-4:25	Interactive Session
4:25-4:30	Vote of thanks by the IQAC Coordinator

*ASGKAR*  
Principal  
Katwa College  
10/05/2023  
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*ASGKAR*  
Coordinator  
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Katwa College  
10/5/23  
Coordinator  
IQAC  
Katwa College

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01/10/2024

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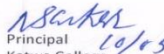
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Website: [www.katwacollege.ac.in](http://www.katwacollege.ac.in)

Date: 18.05.2023 (Day 3)	
2:30-2:35	Welcome Address by Dulal Sarkar
2:35-2:45	Inaugural Song
2:45-2:50	Lighting of the lamp
2:50-2:55	Inaugural Address by Principal
2:55:3:00	Introduction and Felicitation of Speaker
3:00-4:15	Lecture by <b>Indrani Ray</b> , Assistant Professor in English, Katwa College <b>Topic:</b> Letter Writing for Official Purposes
4:15-4:25	Interactive Session
4:25-4:30	Vote of thanks by the IQAC Coordinator
Date: 19.05.2023 (Day 4)	
2:30-2:35	Welcome Address by Dulal Sarkar
2:35-2:45	Inaugural Song
2:45-2:50	Lighting of the lamp
2:50-2:55	Inaugural Address by Principal
2:55:3:00	Introduction and Felicitation of Speaker
3:00-4:15	Lecture by <b>Abhijit Banerjee</b> , Chartered Accountant <b>Topic:</b> Tally ERP9 advance features
4:15-4:25	Interactive Session
4:25-4:30	Vote of thanks by the IQAC Coordinator

  
Principal  
Katwa College  
10/05/2023  
**Principal**  
Katwa College  
Katwa, Purba Bardhaman

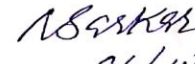


  
Coordinator  
IQAC  
Katwa College  
10/05/23  
**Coordinator**  
IQAC  
Katwa College

  
01/10/2024

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**IQAC**  
**Katwa College**

  
01/10/2024

Signature of the Principal

**Principal**  
**Katwa College**



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Website: www.katwacollege.ac.in

Date: 20.05.2023 (Day 5)	
2:30-2:35	Welcome Address by Dulal Sarkar
2:35-2:45	Inaugural Song
2:45-2:50	Lighting of the lamp
2:50-2:55	Inaugural Address by Principal
2:55-3:00	Introduction and Felicitation of Speaker
3:00-4:15	Lecture by <b>Dr. Nursadh Ali</b> , Principal, Bolpur College <b>Topic: Communication Skill</b>
4:15-4:25	Interactive Session
4:25-4:30	Vote of thanks by the IQAC Coordinator
Date: 21.05.2023 (Day 6)	
2:30-2:35	Welcome Address by Dulal Sarkar
2:35-2:45	Inaugural Song
2:45-2:50	Lighting of the lamp
2:50-2:55	Inaugural Address by Principal
2:55-3:00	Introduction and Felicitation of Speaker
3:00-4:15	Lecture by <b>Srimanta Ghosh</b> , Tally Creative <b>Topic: Hands on Training on Tally Clouds and Tally Customization</b>
4:15-4:25	Interactive Session
4:25-4:30	Vote of thanks by the IQAC Coordinator

*NSGSKR*  
Principal  
Katwa College  
10/05/2023



Principal  
Katwa College  
Katwa, Purba Bardhaman

*NSGSKR*  
Coordinator  
IQAC  
Katwa College  
Coordinator  
IQAC  
Katwa College  
10/5/23

*NSGSKR*  
01/10/2024

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IQAC  
Katwa College

*NSGSKR*  
01/10/2024

Signature of the Principal

Principal  
Katwa College



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Date: 22.05.2023 (Day 7)	
2:30-2:35	Welcome Address by Dulal Sarkar
2:35-2:45	Inaugural Song
2:45-2:50	Lighting of the lamp
2:50-2:55	Inaugural Address by Principal
2:55-3:00	Introduction and Felicitations of Speaker
3:00-4:15	Lecture by <b>Dr. Mrinal Kanti Chattopadhyay</b> , Principal, Kandra R.K.Kundu Mahavidyalaya <b>Topic: Problem Solving and Decision Making</b>
4:15-4:25	Interactive Session
4:25-4:30	Vote of thanks by the IQAC Coordinator

*Asarkar*  
Principal  
Katwa College  
**Principal**  
**Katwa College**  
Katwa, Purba Bardhaman



*Asarkar* 10/5/23  
Coordinator  
IQAC  
Katwa College  
**Coordinator**  
**IQAC**  
**Katwa College**

*Asarkar*  
01/10/2024

Signature of the IQAC Coordinator

**Coordinator**  
**IQAC**  
**Katwa College**

*Asarkar*  
01/10/2024

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**Katwa College**



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## Programme Schedule 2023-2024

Date: 22.05.2024 (Day 1)	
1:00-1:05	Welcome Address by Dulal Sarkar
1:05-2:15	Inaugural Song
1:15-1:20	Lighting of the lamp
1:20-1:25	Inaugural Address by Principal
1:25:1:30	Introduction and Felicitation of Speaker
1:30-2:45	Lecture by <b>Md. Shakeel Ahmed</b> , WBA & AS Treasury Officer, Katwa Treasury <b>Topic:</b> E-Office Manoeuvring (WBIFMS, NGIPR & WBHS)
2:45-2:55	Interactive Session
2:55-3:00	Vote of thanks by the IQAC Coordinator
Date: 24.05.2024 (Day 2)	
1:00-1:05	Welcome Address by Dulal Sarkar
1:05-2:15	Inaugural Song
1:15-1:20	Lighting of the lamp
1:20-1:25	Inaugural Address by Principal
1:25:1:30	Introduction and Felicitation of Speaker
1:30-2:45	Lecture by <b>Dr. Rajib Sarkar</b> , Assistant Professor in Computer Science, Derozio Memorial College <b>Topic:</b> Personal Development and Mind set
2:45-2:55	Interactive Session
2:55-3:00	Vote of thanks by the IQAC Coordinator

*ASARKAR*  
Principal  
Katwa College  
24/05/2024



Principal  
Katwa College  
Katwa, Purba Bardhaman

*ASARKAR* 20/5/24  
Coordinator  
IQAC  
Katwa College  
Coordinator  
IQAC  
Katwa College

*ASARKAR*  
01/10/2024

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Coordinator  
IQAC  
Katwa College

*ASARKAR*  
01/10/2024

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Date: 25.05.2024 (Day 3)	
1:00-1:05	Welcome Address by Dulal Sarkar
1:05-2:15	Inaugural Song
1:15-1:20	Lighting of the lamp
1:20-1:25	Inaugural Address by Principal
1:25-1:30	Introduction and Felicitation of Speaker
1:30-2:45	Lecture by <b>Aritra Rudra</b> (W.B.E.S), Assistant Professor in History, Government General Degree College <b>Topic: Time Management and Productivity</b>
2:45-2:55	Interactive Session
2:55-3:00	Vote of thanks by the IQAC Coordinator
Date: 27.05.2024 (Day 4)	
1:00-1:05	Welcome Address by Dulal Sarkar
1:05-2:15	Inaugural Song
1:15-1:20	Lighting of the lamp
1:20-1:25	Inaugural Address by Principal
1:25-1:30	Introduction and Felicitation of Speaker
1:30-2:45	Lecture by <b>Arijit Manna</b> , Principal in Charge, Bengal Institute of Technology, Katwa, Purba Bardhaman <b>Topic: Teamwork and Collaboration</b>
2:45-2:55	Interactive Session
2:55-3:00	Vote of thanks by the IQAC Coordinator

*Dulal Sarkar*  
Principal  
Katwa College

Principal  
Katwa College  
Katwa, Purba Bardhaman



*D. S. 20/5/24*  
Coordinator  
IQAC  
Katwa College  
Coordinator  
IQAC  
Katwa College

*D. S.*  
01/10/2024

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*D. S.*  
01/10/2024

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Website: [www.katwacollege.ac.in](http://www.katwacollege.ac.in)

Date: 28.05.2024 (Day 5)	
1:00-1:05	Welcome Address by Dulal Sarkar
1:05-2:15	Inaugural Song
1:15-1:20	Lighting of the lamp
1:20-1:25	Inaugural Address by Principal
1:25-1:30	Introduction and Felicitation of Speaker
1:30-2:45	Lecture by <b>Sukanta Ghosh</b> , Lecturer in Physics, Bengal Institute of Technology Katwa, Purba Bardhaman <b>Topic:</b> Innovation and Continuous Improvement
2:45-2:55	Interactive Session
2:55-3:00	Vote of thanks by the IQAC Coordinator

*NSARKAR*  
Principal  
Katwa College  
20/05/2024  
Principal  
Katwa College  
Katwa, Purba Bardhaman



*NSARKAR*  
Coordinator  
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Katwa College  
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IQAC  
Katwa College

*NSARKAR*  
01/10/2024

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01/10/2024

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## Programme Schedule 2023-2024

Date: 31.05.2024 (Day 1)	
12:00-12:10	Welcome Address by IQAC Coordinator
12:10-12:20	Inaugural Song
12:20-12:25	Lighting of the lamp
12:20-12:30	Inaugural Address by Principal
12:30-12:40	Introduction and Felicitation of Speaker
12:40-1:40	Lecture by <b>Dr. Rajesh Das</b> , Assistant Professor, Department of Mass Communication, Burdwan University <b>Topic:</b> Tackling Plagiarism: Understanding the Ethics of Research Design and Research Method
1:40-1:55	Interactive Session
1:55-2:00	Vote of thanks by the IQAC Coordinator
Date: 01.06.2024 (Day 2)	
12:00-12:10	Welcome Address by IQAC Coordinator
12:10-12:20	Inaugural Song
12:20-12:25	Lighting of the lamp
12:20-12:30	Inaugural Address by Principal
12:30-12:40	Introduction and Felicitation of Speaker
12:40-1:40	Lecture by <b>Binayak Bhattacharyya</b> , Associate Professor, Department of Bengali & Vice Principal, St. Paul's Cathedral Mission College <b>Topic:</b> Innovations in Higher Education: Towards a New Dimension
1:40-1:55	Interactive Session
1:55-2:00	Vote of thanks by the IQAC Coordinator

*NSakar*  
Principal  
Katwa College  
24/05/24

Principal  
Katwa College  
Katwa, Purba Bardhaman



*NSakar*  
Coordinator  
IQAC  
Katwa College  
Coordinator  
IQAC  
Katwa College  
22/5/24

*NSakar*  
01/10/2024

Signature of the IQAC Coordinator

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01/10/2024

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Katwa College



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Website: [www.katwacollege.ac.in](http://www.katwacollege.ac.in)

Date: 03.06.2024 (Day 3)	
12:00-12:10	Welcome Address by IQAC Coordinator
12:10-12:20	Inaugural Song
12:20-12:25	Lighting of the lamp
12:20-12:30	Inaugural Address by Principal
12:30-12:40	Introduction and Felicitation of Speaker
12:40-1:40	Lecture by <b>Dr. Udayan Bhattacharya</b> , Professor, Dept. of Library Information Science, Jadavpur University <b>Topic: Inclusive Libraries</b>
1:40-1:55	Interactive Session
1:55-2:00	Vote of thanks by the IQAC Coordinator
Date: 04.06.2024 (Day 4)	
12:00-12:10	Welcome Address by IQAC Coordinator
12:10-12:20	Inaugural Song
12:20-12:25	Lighting of the lamp
12:20-12:30	Inaugural Address by Principal
12:30-12:40	Introduction and Felicitation of Speaker
12:40-1:40	Lecture by <b>Dr. Sudip Chatterjee</b> , Principal, Guskara Mahavidyalaya <b>Topic: Insight on Research Funding and Patenting Process</b>
1:40-1:55	Interactive Session
1:55-2:00	Vote of thanks by the IQAC Coordinator

Principal  
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Principal  
Katwa College  
Katwa, Purba Bardhaman



Coordinator  
IQAC  
Katwa College

Coordinator  
IQAC  
Katwa College

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Principal  
Katwa College



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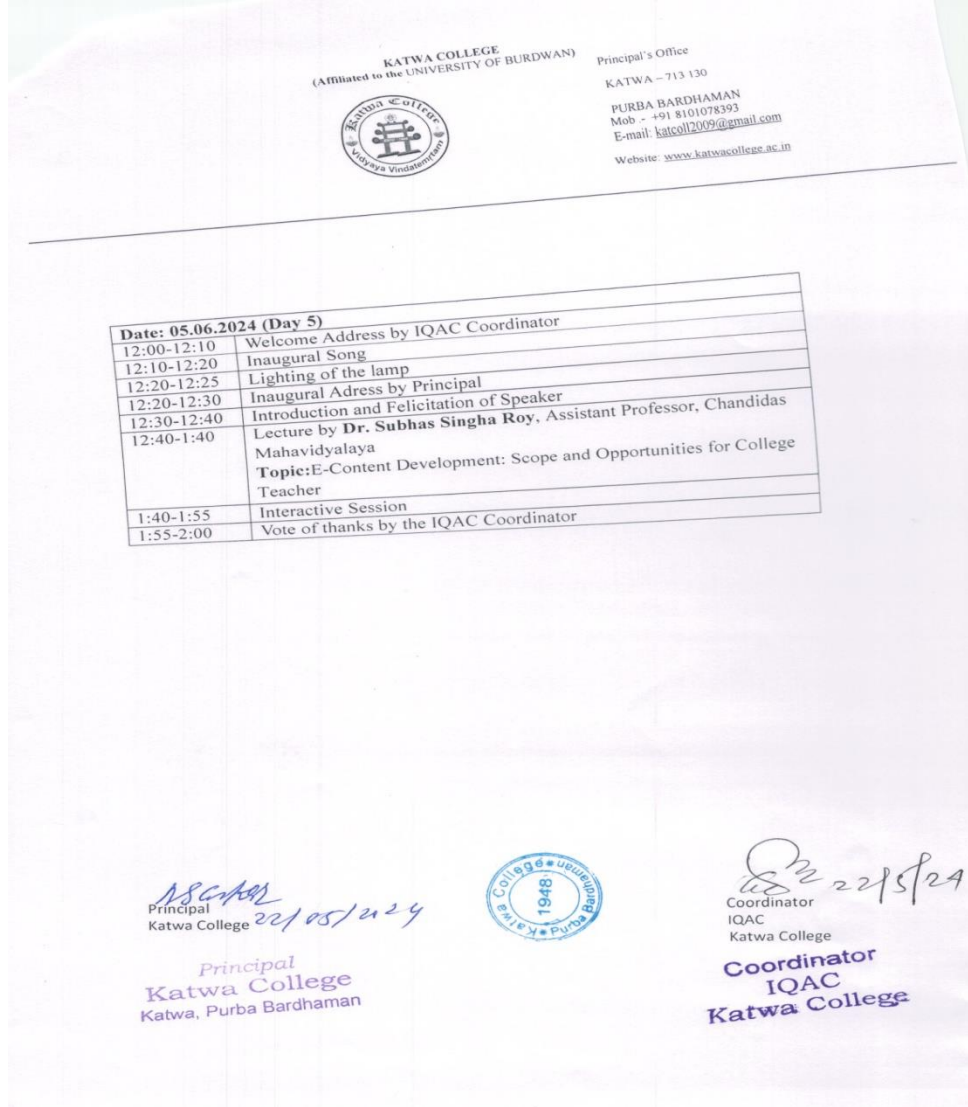
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## Programme schedule and year wise report

### Teaching staff

2019-2020

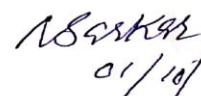
### Detailed Schedule

Date	Time	Topic for Discussion	Resource person
20/11/2019	12:00pm	Outcome in Higher Education	Dr. Khagendra Nath Chatterjee Associate Professor & HOD Department of Education University of Burdwan
21/11/2019	12:00pm	Attainment and Alignment of PO & CO	Dr. Subhas Singha Roy Associate Professor Department of Political Science Chandidas Mahavidyalaya
22/11/2019	12:00pm	Domains of Outcome based Learning	Dr. Md. Inamur Rahaman Principal Dasarathi Hazra Memorial College
23/11/2019	12:00pm	Hands on Session on Formulating Learning Outcome	Dr. Prolay Mondal Assistant Professor Department of Geography Raiganj University
25/11/2019	12:00pm	Outcome Based Education: An Introduction	Dr. Birendra Kumar Halder IQAC Coordinator & Assistant Professor in Sanskrit Kandra Radhakanta Kundu Mahavidyalaya
26/11/2019	12:00pm	Syllabus distribution and analysis of Curriculum	Dr. Achintya Mohan Goswami W.B.E.S. Associate Professor in Physiology Krishnagar Government College

  
01/10/2024

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01/10/2024

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Katwa College



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## Report

1. **Name of the Programme-** Administrative Trainer Programme on Programme Outcome (PO) & Course Outcome (CO) Mapping and Attainment Evolution Process.
2. **Topic-** Outcome in Higher Education.
3. **Organizer-** IQAC, Katwa College.
4. **Date-** 20.11.2019
5. **Time-** 12:00pm
6. **Number of Participants-** 89
7. **Name of the Resource Person-** Dr. Khagendra Nath Chatterjee, Associate Professor & HOD, Department of Education, Burdwan University.

### Introduction:

On 20<sup>th</sup> November 2019, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized an Administrative Trainer Programme on Programme Outcome (PO) & Course Outcome (CO) Mapping and Attainment Evolution Process. The session commenced at 12:00 PM and was attended by 89 participants, including faculty members from various departments of the college.

### Objective:

The course outcomes (CO's) and program outcomes (PO's) for a faculty development program are to ensure that faculty members are equipped with the knowledge, skills, and abilities required to provide high-quality instruction and to foster a culture of continuous improvement and innovation in teaching.

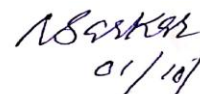
### Overview of the Program:

It started with the Rabindra Sangeet followed by invocation and lighting of the lamp by dignitaries. Later, IQAC Coordinator Utpal Das welcomed the gathering which was followed by an overview of the FDP program. Succeeding that, Principal, Dr. Nirmalendu Sarkar addressed and enlightened the gathering with her encouraging words. This was followed by the invited talk from Dr. Khagendra Nath Chatterjee, Associate Professor & HOD, Department of Education, Burdwan

  
01/10/2024

Signature of the IOAC Coordinator

Coordinator  
IQAC  
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01/10/2024

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Principal  
Katwa College



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University followed by Question-and-Answer session. The FDP program was concluded with vote of thanks by IQAC coordinator Utpal Das followed by National Anthem.

## Outcome of the Program:

Here are the outcomes of the programme:

1. Academic Achievement: Graduation rates, grade point averages, and academic awards.
2. Career Success: Employment rates, job satisfaction, and career advancement.
3. Personal Growth: Development of soft skills, self-awareness, and emotional intelligence.
4. Social Impact: Community engagement, volunteer work, and social responsibility.
5. Research and Innovation: Contributions to knowledge, research publications, and innovative projects.
6. Networking: Professional connections, mentorship, and alumni relationships.
7. Critical Thinking and Problem-Solving: Ability to analyse complex issues, think critically, and develop creative solutions.
8. Leadership Development: Leadership roles, entrepreneurship, and initiative-taking.
9. Lifelong Learning: Continuous learning, adaptability, and pursuit of further education.


## Conclusion:

The Outcome-Based Education Faculty Development Program demonstrated significant impact on faculty understanding and skills related to outcome-based education.

  
01/10/2024

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## Report

1. **Name of the programme-** Administrative Trainer Programme on Programme Outcome (PO) & Course Outcome (CO) Mapping and Attainment Evolution Process.
2. **Topic-** Attainment and Alignment of PO & CO
3. **Organizer-** IQAC, Katwa College.
4. **Date-** 21.11.2019
5. **Time-** 12:00pm
6. **Number of Participants-** 88
7. **Name of the Resource Person-** Dr. Subhas Singha Roy, Associate Professor, Department of Political Science, Chandidas Mahavidyalaya

### Introduction:

On 21<sup>st</sup> November 2019, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized an Administrative Trainer Programme on Programme Outcome (PO) & Course Outcome (CO) Mapping and Attainment Evolution Process. The session commenced at 12:00 PM and was attended by 88 participants, including faculty members from various departments of the college.

### Objective:

The course outcomes (CO's) and program outcomes (PO's) for a faculty development program are to ensure that faculty members are equipped with the knowledge, skills, and abilities required to provide high-quality instruction and to foster a culture of continuous improvement and innovation in teaching.

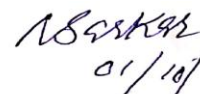
### Overview of the Program:

It started with the Rabindra Sangeet followed by invocation and lighting of the lamp by dignitaries. Later, IQAC Coordinator Utpal Das welcomed the gathering which was followed by an overview of the FDP program. Succeeding that, principal, Dr. Nirmalendu Sarkar addressed and enlightened the gathering with her encouraging words. This was followed by the invited talk from Dr. Subhas Singha Roy, Associate Professor, Department of Political Science, Chandidas

  
01/10/2024

Signature of the IOAC Coordinator

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01/10/2024

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Mahavidyalaya followed by Question-and-Answer session. The FDP program was concluded with vote of thanks by IQAC Deputy coordinator Utpal Das followed by National Anthem.

## Outcome of the Program:

The program typically covered various topics related to POs and COs, such as:

- CO attainment
- Course outcomes (COs) and program outcomes (POs)
- Mapping and attainment
- PO/PSO
- This program was a training initiative designed to help faculty members to enhance their understanding and skills related to creating, measuring, and improving the effectiveness of Programs and the course outcomes in higher education.
- Creating effective POs and COs that align with the learning objectives and institutional goals.
- Developing assessment strategies and methods to measure the attainment of POs and COs and calculations were well addressed. Analysing and using assessment data to improve course and program effectiveness was explained in detail during the program.
- Integrating POs and COs into the curriculum development process and ongoing quality assurance processes.
- The program included training through lectures, case studies, and interactive sessions, which helped faculty members gain a deep understanding of the principles and practices related to POs and COs.
- Importance on Exit feedback from stake holders and employers were well emphasized.
- Overall, a faculty development program on POs and COs can help institution ensure that their programs and courses are effective and relevant to students' learning needs, as well as meet the quality assurance standards of regulatory bodies and accrediting agencies.

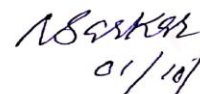
## Conclusion:

The Attainment and Alignment of POs and COs Faculty Development Program demonstrated significant impact on faculty understanding and skills.

  
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## Report

1. **Name of the programme-** Administrative Trainer Programme on Programme Outcome (PO) & Course Outcome (CO) Mapping and Attainment Evolution Process.
2. **Topic-** Domains of Outcome Based Learning.
3. **Organizer-** IQAC, Katwa College.
4. **Date-** 22.11.2019
5. **Time-** 12:00pm
6. **Number of Participants-** 89
7. **Name of the Resource Person-** Dr. Md Inamur Rahaman, Principal, Dasarathi Hazra Memorial College.

## Introduction:

On 22<sup>th</sup> November 2019, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a Administrative Trainer Programme on Programme Outcome (PO) & Course Outcome (CO) Mapping and Attainment Evolution Process. The session commenced at 12:00 PM and was attended by 89 participants, including faculty members from various departments of the college.

## Objective:

The course outcomes (CO's) and program outcomes (PO's) for a faculty development program are to ensure that faculty members are equipped with the knowledge, skills, and abilities required to provide high-quality instruction and to foster a culture of continuous improvement and innovation in teaching.

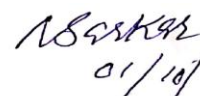
## Overview of the Program:

It started with the Rabindra Sangeet followed by invocation and lighting of the lamp by dignitaries. Later, IQAC Coordinator Utpal Das welcomed the gathering which was followed by an overview of the FDP program. Succeeding that, principal, Dr..Nirmalendu Sarkar addressed and enlightened the gathering with her encouraging words. This was followed by the invited talk from Dr.. Md Inamur Rahaman, Principal, Dasarathi Hazra Memorial College followed by Question-

  
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and-Answer session. The FDP program was concluded with vote of thanks by IQAC Deputy coordinator Utpal Das followed by National Anthem.

## Outcome of the Program:

The program typically covered various topic related to Domains of Outcome Based Learning.

### 1. Teaching and Learning:

- Effective instructional strategies
- Curriculum design and delivery
- Assessment and evaluation techniques

### 2. Subject Matter Expertise:

- Staying current in one's discipline
- Integrating new knowledge into teaching
- Developing interdisciplinary connections

### 3. Communication and Interpersonal Skills:

- Effective classroom communication
- Building relationships with students, peers, and administrators
- Conflict resolution and negotiation

### 4. Assessment and Evaluation:

- Developing and using rubrics
- Assessing student learning outcomes
- Using data to improve teaching and learning

### 5. Professional Development and Scholarship:

- Staying current with best practices in teaching and learning
- Engaging in scholarly activities (research, publication, presentation)
- Participating in professional organizations and networks

### 6. Service and Leadership:

- Contributing to departmental, college, or university service
- Developing leadership skills (mentoring, chairing committees, leading initiatives)

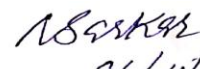
## Conclusion:

The Domains of Outcome-Based Learning Faculty Development Program demonstrated significant impact on faculty understanding and skills.

  
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## Report

- 1. Name of the programme-** Administrative Trainer Programme on Programme Outcome (PO) & Course Outcome (CO) Mapping and Attainment Evolution Process.
- 2. Topic-** Hands on session on Formulating Learning Outcome.
- 3. Organizer-** IQAC, Katwa College.
- 4. Date-** 23.11.2019
- 5. Time-** 12:00pm
- 6. Number of Participants-** 89
- 7. Name of the Resource Person-** Dr. Proloy Mondal, Assistant Professor, Department of Geography, Raiganj University.

### Introduction:

On 23<sup>th</sup> November 2019, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized an Administrative Trainer Programme on Programme Outcome (PO) & Course Outcome (CO) Mapping and Attainment Evolution Process. The session commenced at 12:00 PM and was attended by 89 participants, including faculty members from various departments of the college.

### Objective:

The course outcomes (CO's) and program outcomes (PO's) for a faculty development program are to ensure that faculty members are equipped with the knowledge, skills, and abilities required to provide high-quality instruction and to foster a culture of continuous improvement and innovation in teaching.

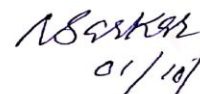
### Overview of the Program:

It started with the Rabindra Sangeet followed by invocation and lighting of the lamp by dignitaries. Later, IQAC Coordinator Utpal Das welcomed the gathering which was followed by an overview of the FDP program. Succeeding that, principal, Dr. Nirmalendu Sarkar addressed and enlightened the gathering with her encouraging words. This was followed by the invited talk from Dr. Proloy Mondal, Assistant Professor, Department of Geography, Raiganj University, followed by Question-and-Answer session. The FDP program was concluded with vote of thanks by IQAC Deputy coordinator Utpal Das followed by National Anthem.

  
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## Outcome of the Program:

The program typically covered various topics related to Formulating Learning Outcomes

- Define learning outcomes and their characteristics (specific, measurable, achievable, relevant, time-bound).
- Discuss the difference between learning objectives and learning outcomes.
- Provide examples of well-written learning outcomes.
- Distribute the Learning Outcome Template Handout.
- Ask faculty to work in pairs or small groups to identify learning outcomes for a sample course syllabus.
- Encourage them to consider what students should know, understand, and be able to do upon completing the course.


## Conclusion:

The Hands-on Session on Formulating Learning Outcomes demonstrated significant impact on faculty skills and confidence.

  
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## Report

- 1. Name of the programme-** Administrative Trainer Programme on Programme Outcome (PO) & Course Outcome (CO) Mapping and Attainment Evolution Process.
- 2. Topic-** Outcome Based Education: An Introduction
- 3. Organizer-** IQAC, Katwa College.
- 4. Date-** 25.11.2019
- 5. Time-** 12:00pm
- 6. Number of Participants-** 87
- 7. Name of the Resource Person-** Dr. Birendra Kumar Halder, IQAC Co-ordinator & Assistant Professor in Sanskrit, Kandra Radha Kanta Kundu Mahavidyalaya.

### Introduction:

On 25<sup>th</sup> November 2019, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized an Administrative Trainer Programme on Programme Outcome (PO) & Course Outcome (CO) Mapping and Attainment Evolution Process. The session commenced at 12:00 PM and was attended by 87 participants, including faculty members from various departments of the college.

### Objective:

The course outcomes (CO's) and program outcomes (PO's) for a faculty development program are to ensure that faculty members are equipped with the knowledge, skills, and abilities required to provide high-quality instruction and to foster a culture of continuous improvement and innovation in teaching.


### Overview of the Program:

It started with the Rabindra Sangeet followed by invocation and lighting of the lamp by dignitaries. Later, IQAC Coordinator Utpal Das welcomed the gathering which was followed by an overview of the FDP program. Succeeding that, principal, Dr. Nirmalendu Sarkar addressed and enlightened the gathering with her encouraging words. This was followed by the invited talk from Dr. Birendra Kumar Halder, IQAC Co-ordinator & Assistant Professor in Sanskrit, Kandra Radha

  
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Kanta Kundu Mahavidyalaya followed by Question-and-Answer session. The FDP program was concluded with vote of thanks by IQAC Deputy coordinator Utpal Das followed by National Anthem.

## Outcome of the Program:

The program typically covered various topic related to Outcome Based Education.

### 1. Knowledge outcomes:

- Recall and understanding of subject matter
- Application of concepts and principles

### 2. Skill outcomes:

- Critical thinking and problem-solving
- Communication and collaboration
- Information literacy and technology skills

### 3. Attitude outcomes:

- Professionalism and ethics
- Teamwork and leadership
- Adaptability and lifelong learning

### 4. Competency outcomes:

- Demonstrated mastery of specific skills or tasks
- Ability to apply knowledge in real-world scenarios

### 5. Performance outcomes:

- Successful completion of projects or assignments
- Achievement of industry-recognized standards

### 6. Affective outcomes:

- Development of values and beliefs.

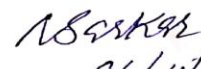
## Conclusion:

The Outcome-Based Education: An Introduction program demonstrated significant impact on faculty understanding and awareness.

  
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## Report

**1. Name of the programme-** Administrative Trainer Programme on Programme Outcome (PO) & Course Outcome (CO) Mapping and Attainment Evolution Process.

**2. Topic-** Syllabus Distribution and Analysis of Curriculum.

**3. Organizer-** IQAC, Katwa College.

**4. Date-** 26.11.2019

**5. Time-** 12:00pm

**6. Number of Participants-** 86

**7. Name of the Resource Person-** Dr. Achintya Mohan Goswami, W.B.E.S., Associate Professor in Physiology, Krishnagar Government College.

### Introduction:

On 26<sup>th</sup> November 2019, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized an Administrative Trainer Programme on Programme Outcome (PO) & Course Outcome (CO) Mapping and Attainment Evolution Process. The session commenced at 12:00 PM and was attended by 86 participants, including faculty members from various departments of the college.

### Objective:

The course outcomes (CO's) and program outcomes (PO's) for a faculty development program are to ensure that faculty members are equipped with the knowledge, skills, and abilities required to provide high-quality instruction and to foster a culture of continuous improvement and innovation in teaching.

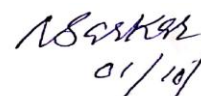
### Overview of the Program:

It started with the Rabindra Sangeet followed by invocation and lighting of the lamp by dignitaries. Later, IQAC Coordinator Utpal Das welcomed the gathering which was followed by an overview of the FDP program. Succeeding that, principal, Dr. Nirmalendu Sarkar addressed and enlightened the gathering with her encouraging words. This was followed by the invited talk from Dr. Achintya Mohan Goswami, W.B.E.S., Associate Professor in Physiology, Krishnagar

  
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Government College followed by Question-and-Answer session. The FDP program was concluded with vote of thanks by IQAC Deputy coordinator Utpal Das followed by National Anthem.

## Outcome of the Program:

The program typically covered various topic related to Syllabus Distribution and Analysis of Curriculum.

### Syllabus Distribution:

#### 1. Definition:

#### 2. Purpose:

- Communicates course goals and requirements
- Sets clear expectations for students
- Guides instruction and assessment

#### 3. Key components:

- Course description and objectives
- Topic outline and schedule
- Assessment and evaluation methods
- Grading criteria and policies
- Instructor contact information and office hours

### Curriculum Analysis:

#### 1. Definition:

#### 2. Purpose:

- Evaluates curriculum effectiveness
- Identifies areas for improvement
- Ensures alignment with institutional and accreditation standards

#### 3. Steps involved:

- Curriculum mapping: Visualizing the curriculum structure
- Content analysis: Examining course content and materials
- Learning objective analysis: Evaluating alignment with program goals
- Assessment analysis: Reviewing evaluation methods and tools

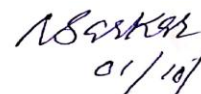
### Conclusion:

The Syllabus Distribution and Analysis of Curriculum program demonstrated significant impact on faculty understanding and skills.

  
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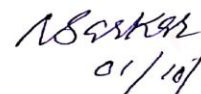
## Detailed Schedule

Date	Time	Topic for Discussion	Resource person
17.03.2023	2:00pm	National Educational Policy-2020	Molla Hafizur Rahaman Assistant Professor W.B.E.S. Higher Education Government of West Bengal
18.03.2023	2:00pm	National Educational Policy-2020	Dr. Bibhas Chandra Saha Principal Purbasthali College
19.03.2023	2:00pm	National Educational Policy-2020	Dr. Khagendranath Chattopadhyay Department of Education University of Burdwan
20.03.2023	2:00pm	National Educational Policy-2020	Dr. Mrinal Kanti Chattopadhyay Principal Kandra Radha Kanta Kundu Mahavidyalaya
21.03.2023	2:00pm	National Educational Policy-2020	Aritra Rudra Assistant Professor W.B.E.S. Government General Degree College, Mangalkote
22.03.2023	2:00pm	National Educational Policy-2020	Dr. Achintya Mohan Goswami Assistant Professor Krishnagar Government College
23.03.2023	2:00pm	National Educational Policy-2020	Dr. Prolay Mandal Assistant Professor Raiganj University

  
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## Report on Faculty Development Programme on the basis of NEP 2020

**Programme Name:** Faculty Development Programme

**Topic:** NEP 2020

**Organiser:** IQAC, Katwa College

**Date:** 17<sup>th</sup> March 2023

**Time:** 02:00 PM

**Attendance:** 99 participants

**Resource Person:** Molla Hafizur Rahaman, Assistant Professor, WBES, Higher Education Department, Government of West Bengal

### **Introduction:**

On 17<sup>th</sup> March 2023, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a Faculty Development Programme focused on the National Education Policy (NEP) 2020. The session commenced at 02:00 PM and was attended by 99 participants, including faculty members from various departments of the college.

### **Objective:**

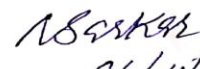
The primary aim of the Faculty Development Programme was to familiarize the teaching staff with the key aspects of the National Education Policy (NEP) 2020, and to provide insights into its implications for higher education institutions in West Bengal and beyond.

### **Resource Person:**

  
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The session was led by Molla Hafizur Rahaman, Assistant Professor, WBES, Higher Education Department, Government of West Bengal. His expertise in the field of higher education and his involvement with the NEP 2020 implementation provided valuable perspectives to the participants.

## Key Highlights / Outcomes:

### 1. Overview of NEP 2020:

- Molla Hafizur Rahaman began the session with a comprehensive overview of the NEP 2020, outlining its vision to overhaul the Indian educational system.
- Emphasis was placed on the policy's objectives, such as improving the quality of education, fostering holistic development, and promoting vocational training and research.

### 2. Curriculum and Pedagogy Changes:

- Detailed discussion on the revamped curriculum framework, including the integration of multidisciplinary education and the introduction of flexible learning pathways.
- The resource person highlighted new pedagogical approaches that encourage critical thinking, creativity, and practical application of knowledge.

### 3. Assessment and Accreditation:

- The session covered the approach of the policies to assessment reforms, focusing on the shift from rote learning to continuous and comprehensive evaluation.
- Insights were provided into the new accreditation mechanisms aimed at enhancing institutional quality and accountability.

### 4. Implementation Strategies:

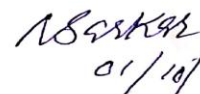
- Strategies for effective implementation of NEP 2020 at the institutional level were discussed, including the role of faculty in driving the transition.
- The importance of faculty training and development in aligning with the new policy directives was emphasized.

### 5. Q&A Session:

  
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- An interactive Q&A session allowed participants to clarify doubts and engage in discussions about the practical aspects of NEP 2020.
- The resource person addressed various queries related to the policy's impact on teaching methodologies and institutional practices.

## Conclusion:


The Faculty Development Programme on NEP 2020, organized by IQAC, Katwa College, provided a thorough understanding of the policy's framework and its implications for higher education. Molla Hafizur Rahaman's expert insights and the engaging discussions contributed to a productive and informative session. The programme was well-received by the 99 attendees, who expressed appreciation for the valuable knowledge gained.

The insights and strategies shared during the session are expected to aid faculty members in effectively implementing the NEP 2020 guidelines and fostering a progressive educational environment at Katwa College.

  
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## Report on Faculty Development Programme on the basis of NEP 2020

**Programme Name:** Faculty Development Programme

**Topic:** NEP 2020

**Organiser:** IQAC, Katwa College

**Date:** 18<sup>th</sup> March 2023

**Time:** 02:00 PM

**Attendance:** 97 participants

**Resource Person:** Dr. Bibhas Chandra Saha, Principal, Purbasthali College

### Introduction:

On 18<sup>th</sup> March 2023, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a Faculty Development Programme focused on the National Education Policy (NEP) 2020. The session commenced at 02:00 PM and was attended by 97 participants, including faculty members from various departments of the college.

### Objective:


The primary aim of the Faculty Development Programme was to familiarize the teaching staff with the key aspects of the National Education Policy (NEP) 2020, and to provide insights into its implications for higher education institutions in West Bengal and beyond.

### Resource Person:

  
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The session was led by Dr. Bibhas Chandra Saha, Principal, Purbasthali College. His expertise in the field of higher education and his involvement with the NEP 2020 implementation provided valuable perspectives to the participants.

## Key Highlights / Outcomes:

### 1. Overview of NEP 2020:

- Dr. Bibhas Chandra Saha began the session with a comprehensive overview of the NEP 2020, outlining its vision to overhaul the Indian educational system.
- Emphasis was placed on the policy's objectives, such as improving the quality of education, fostering holistic development, and promoting vocational training and research.

### 2. Curriculum and Pedagogy Changes:

- Detailed discussion on the revamped curriculum framework, including the integration of multidisciplinary education and the introduction of flexible learning pathways.
- The resource person highlighted new pedagogical approaches that encourage critical thinking, creativity, and practical application of knowledge.

### 3. Assessment and Accreditation:

- The session covered the approach of the policies to assessment reforms, focusing on the shift from rote learning to continuous and comprehensive evaluation.
- Insights were provided into the new accreditation mechanisms aimed at enhancing institutional quality and accountability.

### 4. Implementation Strategies:

- Strategies for effective implementation of NEP 2020 at the institutional level were discussed, including the role of faculty in driving the transition.
- The importance of faculty training and development in aligning with the new policy directives was emphasized.

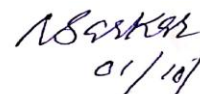
### 5. Q&A Session:

- An interactive Q&A session allowed participants to clarify doubts and engage in discussions about the practical aspects of NEP 2020.

  
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- 
- The resource person addressed various queries related to the policy's impact on teaching methodologies and institutional practices.

## Conclusion:


The Faculty Development Programme on NEP 2020, organized by IQAC, Katwa College, provided a thorough understanding of the policy's framework and its implications for higher education. Dr. Bibhas Chandra Saha's expert insights and the engaging discussions contributed to a productive and informative session. The programme was well-received by the 97 attendees, who expressed appreciation for the valuable knowledge gained.

The insights and strategies shared during the session are expected to aid faculty members in effectively implementing the NEP 2020 guidelines and fostering a progressive educational environment at Katwa College.

  
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01/10/2024

Signature of the Principal

Principal  
Katwa College





# KATWA COLLEGE

(Affiliated to the University of Burdwan)

Principal's Office,

P.O.: Katwa, Dist.: Purba Bardhaman, West Bengal, PIN: 713130, India.

Mobile: +918101078393

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## Report on Faculty Development Programme on the basis of NEP 2020

**Programme Name:** Faculty Development Programme

**Topic:** NEP 2020

**Organiser:** IQAC, Katwa College

**Date:** 19<sup>th</sup> March 2023

**Time:** 02:00 PM

**Attendance:** 100 participants

**Resource Person:** Dr. Khagendranath Chattopadhyay, Department of Education, University of Burdwan

### **Introduction:**

On 19<sup>th</sup> March 2023, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a Faculty Development Programme focused on the National Education Policy (NEP) 2020. The session commenced at 02:00 PM and was attended by 100 participants, including faculty members from various departments of the college.

### **Objective:**


The primary aim of the Faculty Development Programme was to familiarize the teaching staff with the key aspects of the National Education Policy (NEP) 2020, and to provide insights into its implications for higher education institutions in West Bengal and beyond.

### **Resource Person:**

  
01/10/2024

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The session was led by Dr. Khagendranath Chattopadhyay, Department of Education, University of Burdwan. His expertise in the field of higher education and his involvement with the NEP 2020 implementation provided valuable perspectives to the participants.

## Key Highlights / Outcomes:

### 1. Overview of NEP 2020:

- Dr. Khagendranath Chattopadhyay began the session with a comprehensive overview of the NEP 2020, outlining its vision to overhaul the Indian educational system.
- Emphasis was placed on the policy's objectives, such as improving the quality of education, fostering holistic development, and promoting vocational training and research.

### 2. Curriculum and Pedagogy Changes:

- Detailed discussion on the revamped curriculum framework, including the integration of multidisciplinary education and the introduction of flexible learning pathways.
- The resource person highlighted new pedagogical approaches that encourage critical thinking, creativity, and practical application of knowledge.

### 3. Assessment and Accreditation:

- The session covered the approach of the policies to assessment reforms, focusing on the shift from rote learning to continuous and comprehensive evaluation.
- Insights were provided into the new accreditation mechanisms aimed at enhancing institutional quality and accountability.

### 4. Implementation Strategies:

- Strategies for effective implementation of NEP 2020 at the institutional level were discussed, including the role of faculty in driving the transition.
- The importance of faculty training and development in aligning with the new policy directives was emphasized.

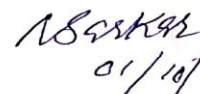
### 5. Q&A Session:

- An interactive Q&A session allowed participants to clarify doubts and engage in discussions about the practical aspects of NEP 2020.

  
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- 
- The resource person addressed various queries related to the policy's impact on teaching methodologies and institutional practices.

## Conclusion:


The Faculty Development Programme on NEP 2020, organized by IQAC, Katwa College, provided a thorough understanding of the policy's framework and its implications for higher education. Dr. Khagendranath Chattopadhyay's expert insights and the engaging discussions contributed to a productive and informative session. The programme was well-received by the 100 attendees, who expressed appreciation for the valuable knowledge gained.

The insights and strategies shared during the session are expected to aid faculty members in effectively implementing the NEP 2020 guidelines and fostering a progressive educational environment at Katwa College.

  
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## Report on Faculty Development Programme on the basis of NEP 2020

**Programme Name:** Faculty Development Programme

**Topic:** NEP 2020

**Organiser:** IQAC, Katwa College

**Date:** 20<sup>th</sup> March 2023

**Time:** 02:00 PM

**Attendance:** 98 participants

**Resource Person:** Dr. Mrinal Kanti Chattopadhyay, Principal, Radha Kanta Kundu Mahavidyalaya

### **Introduction:**

On 20<sup>th</sup> March 2023, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a Faculty Development Programme focused on the National Education Policy (NEP) 2020. The session commenced at 02:00 PM and was attended by 98 participants, including faculty members from various departments of the college.

### **Objective:**

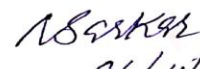
The primary aim of the Faculty Development Programme was to familiarize the teaching staff with the key aspects of the National Education Policy (NEP) 2020, and to provide insights into its implications for higher education institutions in West Bengal and beyond.

### **Resource Person:**

  
01/10/2024

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The session was led by Dr. Mrinal Kanti Chattopadhyay, Principal, Radha Kanta Kundu Mahavidyalaya. His expertise in the field of higher education and his involvement with the NEP 2020 implementation provided valuable perspectives to the participants.

## Key Highlights / Outcomes:

### 1. Overview of NEP 2020:

- Dr. Mrinal Kanti Chattopadhyay began the session with a comprehensive overview of the NEP 2020, outlining its vision to overhaul the Indian educational system.
- Emphasis was placed on the policy's objectives, such as improving the quality of education, fostering holistic development, and promoting vocational training and research.

### 2. Curriculum and Pedagogy Changes:

- Detailed discussion on the revamped curriculum framework, including the integration of multidisciplinary education and the introduction of flexible learning pathways.
- The resource person highlighted new pedagogical approaches that encourage critical thinking, creativity, and practical application of knowledge.

### 3. Assessment and Accreditation:

- The session covered the approach of the policies to assessment reforms, focusing on the shift from rote learning to continuous and comprehensive evaluation.
- Insights were provided into the new accreditation mechanisms aimed at enhancing institutional quality and accountability.

### 4. Implementation Strategies:

- Strategies for effective implementation of NEP 2020 at the institutional level were discussed, including the role of faculty in driving the transition.
- The importance of faculty training and development in aligning with the new policy directives was emphasized.

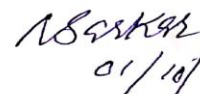
### 5. Q&A Session:

- An interactive Q&A session allowed participants to clarify doubts and engage in discussions about the practical aspects of NEP 2020.

  
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- 
- The resource person addressed various queries related to the policy's impact on teaching methodologies and institutional practices.

## Conclusion:


The Faculty Development Programme on NEP 2020, organized by IQAC, Katwa College, provided a thorough understanding of the policy's framework and its implications for higher education. Dr. Mrinal Kanti Chattopadhyay's expert insights and the engaging discussions contributed to a productive and informative session. The programme was well-received by the 98 attendees, who expressed appreciation for the valuable knowledge gained.

The insights and strategies shared during the session are expected to aid faculty members in effectively implementing the NEP 2020 guidelines and fostering a progressive educational environment at Katwa College.

  
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## Report on Faculty Development Programme on the basis of NEP 2020

**Programme Name:** Faculty Development Programme

**Topic:** NEP 2020

**Organiser:** IQAC, Katwa College

**Date:** 21<sup>th</sup> March 2023

**Time:** 02:00 PM

**Attendance:** 98 participants

**Resource Person:** Dr. Aritra Rudra, W.B.E.S., Assistant Professor, Government General Degree College

### Introduction:

On 21<sup>th</sup> March 2023, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a Faculty Development Programme focused on the National Education Policy (NEP) 2020. The session commenced at 02:00 PM and was attended by 98 participants, including faculty members from various departments of the college.

### Objective:

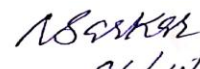
The primary aim of the Faculty Development Programme was to familiarize the teaching staff with the key aspects of the National Education Policy (NEP) 2020, and to provide insights into its implications for higher education institutions in West Bengal and beyond.

### Resource Person:

  
01/10/2024

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The session was led by Dr. Aritra Rudra, W.B.E.S., Assistant Professor, Government General Degree College. His expertise in the field of higher education and his involvement with the NEP 2020 implementation provided valuable perspectives to the participants.

## Key Highlights / Outcomes:

### 1. Overview of NEP 2020:

- Dr. Aritra Rudra began the session with a comprehensive overview of the NEP 2020, outlining its vision to overhaul the Indian educational system.
- Emphasis was placed on the policy's objectives, such as improving the quality of education, fostering holistic development, and promoting vocational training and research.

### 2. Curriculum and Pedagogy Changes:

- Detailed discussion on the revamped curriculum framework, including the integration of multidisciplinary education and the introduction of flexible learning pathways.
- The resource person highlighted new pedagogical approaches that encourage critical thinking, creativity, and practical application of knowledge.

### 3. Assessment and Accreditation:

- The session covered the approach of the policies to assessment reforms, focusing on the shift from rote learning to continuous and comprehensive evaluation.
- Insights were provided into the new accreditation mechanisms aimed at enhancing institutional quality and accountability.

### 4. Implementation Strategies:

- Strategies for effective implementation of NEP 2020 at the institutional level were discussed, including the role of faculty in driving the transition.
- The importance of faculty training and development in aligning with the new policy directives was emphasized.

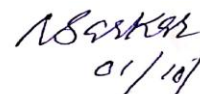
### 5. Q&A Session:

- An interactive Q&A session allowed participants to clarify doubts and engage in discussions about the practical aspects of NEP 2020.

  
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- 
- The resource person addressed various queries related to the policy's impact on teaching methodologies and institutional practices.

## Conclusion:


The Faculty Development Programme on NEP 2020, organized by IQAC, Katwa College, provided a thorough understanding of the policy's framework and its implications for higher education. Dr. Aritra Rudra's expert insights and the engaging discussions contributed to a productive and informative session. The programme was well-received by the 98 attendees, who expressed appreciation for the valuable knowledge gained.

The insights and strategies shared during the session are expected to aid faculty members in effectively implementing the NEP 2020 guidelines and fostering a progressive educational environment at Katwa College.

  
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## Report on Faculty Development Programme on the basis of NEP 2020

**Programme Name:** Faculty Development Programme

**Topic:** NEP 2020

**Organiser:** IQAC, Katwa College

**Date:** 22<sup>th</sup> March 2023

**Time:** 02:00 PM

**Attendance:** 99 participants

**Resource Person:** Dr. Achintya Mohan Goswami, W.B.E.S., Assistant Professor in Physiology, Krishnanagar Government College

### Introduction:

On 22<sup>th</sup> March 2023, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a Faculty Development Programme focused on the National Education Policy (NEP) 2020. The session commenced at 02:00 PM and was attended by 99 participants, including faculty members from various departments of the college.

### Objective:

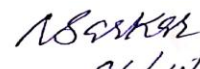
The primary aim of the Faculty Development Programme was to familiarize the teaching staff with the key aspects of the National Education Policy (NEP) 2020, and to provide insights into its implications for higher education institutions in West Bengal and beyond.

### Resource Person:

  
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The session was led by Dr. Achintya Mohan Goswami, W.B.E.S., Assistant Professor in Physiology, Krishnanagar Government College. His expertise in the field of higher education and his involvement with the NEP 2020 implementation provided valuable perspectives to the participants.

## Key Highlights / Outcomes:

### 1. Overview of NEP 2020:

- Dr. Achintya Mohan Goswami began the session with a comprehensive overview of the NEP 2020, outlining its vision to overhaul the Indian educational system.
- Emphasis was placed on the policy's objectives, such as improving the quality of education, fostering holistic development, and promoting vocational training and research.

### 2. Curriculum and Pedagogy Changes:

- Detailed discussion on the revamped curriculum framework, including the integration of multidisciplinary education and the introduction of flexible learning pathways.
- The resource person highlighted new pedagogical approaches that encourage critical thinking, creativity, and practical application of knowledge.

### 3. Assessment and Accreditation:

- The session covered the approach of the policies to assessment reforms, focusing on the shift from rote learning to continuous and comprehensive evaluation.
- Insights were provided into the new accreditation mechanisms aimed at enhancing institutional quality and accountability.

### 4. Implementation Strategies:

- Strategies for effective implementation of NEP 2020 at the institutional level were discussed, including the role of faculty in driving the transition.
- The importance of faculty training and development in aligning with the new policy directives was emphasized.

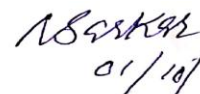
### 5. Q&A Session:

- An interactive Q&A session allowed participants to clarify doubts and engage in discussions about the practical aspects of NEP 2020.

  
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- 
- The resource person addressed various queries related to the policy's impact on teaching methodologies and institutional practices.

## Conclusion:


The Faculty Development Programme on NEP 2020, organized by IQAC, Katwa College, provided a thorough understanding of the policy's framework and its implications for higher education. Dr. Achintya Mohan Goswami's expert insights and the engaging discussions contributed to a productive and informative session. The programme was well-received by the 99 attendees, who expressed appreciation for the valuable knowledge gained.

The insights and strategies shared during the session are expected to aid faculty members in effectively implementing the NEP 2020 guidelines and fostering a progressive educational environment at Katwa College.

  
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## Report on Faculty Development Programme on the basis of NEP 2020

**Programme Name:** Faculty Development Programme

**Topic:** NEP 2020

**Organiser:** IQAC, Katwa College

**Date:** 23<sup>th</sup> March 2023

**Time:** 02:00 PM

**Attendance:** 99 participants

**Resource Person:** Dr. Proloy Mondal, Assistant Professor, Department of Geography, Raiganj University.

### **Introduction:**

On 23<sup>th</sup> March 2023, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a Faculty Development Programme focused on the National Education Policy (NEP) 2020. The session commenced at 02:00 PM and was attended by 99 participants, including faculty members from various departments of the college.

### **Objective:**

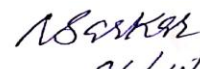
The primary aim of the Faculty Development Programme was to familiarize the teaching staff with the key aspects of the National Education Policy (NEP) 2020, and to provide insights into its implications for higher education institutions in West Bengal and beyond.

### **Resource Person:**

  
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The session was led by Dr. Prolay Mondal, Assistant Professor, Department of Geography, Raiganj University. His expertise in the field of higher education and his involvement with the NEP 2020 implementation provided valuable perspectives to the participants.

## Key Highlights / Outcomes:

### 1. Overview of NEP 2020:

- Dr. Prolay Mondal began the session with a comprehensive overview of the NEP 2020, outlining its vision to overhaul the Indian educational system.
- Emphasis was placed on the policy's objectives, such as improving the quality of education, fostering holistic development, and promoting vocational training and research.

### 2. Curriculum and Pedagogy Changes:

- Detailed discussion on the revamped curriculum framework, including the integration of multidisciplinary education and the introduction of flexible learning pathways.
- The resource person highlighted new pedagogical approaches that encourage critical thinking, creativity, and practical application of knowledge.

### 3. Assessment and Accreditation:

- The session covered the approach of the policies to assessment reforms, focusing on the shift from rote learning to continuous and comprehensive evaluation.
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### 4. Implementation Strategies:

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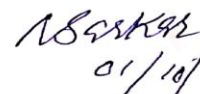
### 5. Q&A Session:

- An interactive Q&A session allowed participants to clarify doubts and engage in discussions about the practical aspects of NEP 2020.

  
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- The resource person addressed various queries related to the policy's impact on teaching methodologies and institutional practices.

## Conclusion:


The Faculty Development Programme on NEP 2020, organized by IQAC, Katwa College, provided a thorough understanding of the policy's framework and its implications for higher education. Dr. Prolay Mondal's expert insights and the engaging discussions contributed to a productive and informative session. The programme was well-received by the 99 attendees, who expressed appreciation for the valuable knowledge gained.

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2023-2024

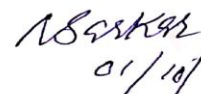
## Detailed Schedule

Date	Time	Topic for Discussion	Resource person
31.05.2024	12:00pm	Tackling Plagiarism: Understanding the Ethics of Research Design and Research Method	Dr. Rajesh Das Assistant Professor Department of Mass Communication Burdwan University
01.06.2024	12:00pm	Innovations in Higher Education: Towards a New Dimension	Binayak Bhattacharyya Associate Professor Department of Bengali & Vice Principal St, Paul's Cathedral Mission College
03.06.2024	12:00pm	Inclusive Libraries	Dr. Udayan Bhattacharya Professor Dept. of Library Information Science Jadavpur University
04.06.2024	12:00pm	Insight on Research Funding and Patenting Process	Dr. Sudip Chatterjee Principal Guskara Mahavidyalaya
05.06.2024	12:00pm	E-Content Development: Scope and Opportunities for College Teacher	Dr. Subhas Singha Roy Assistant Professor Chandidas Mahavidyalaya

  
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## Report

- 1.Name of the programme-** Five Day Faculty Development Program on Empowering Excellence in Professional Work.
- 2.Topic-**Tackling Plagiarism: Understanding the Ethics of Research Design and research method.
- 3.Organizer-** IQAC, Katwa College.
- 4.Date-** 31.05.2024
- 5.Time-** 12:00pm
- 6.Number of Participants-**97
- 7.Name of the Resource Person-** Dr. Rajesh Das, Assistant Professor, Department of Mass Communication, Burdwan University.

### Introduction:

On 31<sup>st</sup> May 2024, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a Five-Day Faculty Development Program on Empowering Excellence in Professional Work. The session commenced at 12:00 PM and was attended by 97 participants, including faculty members from various departments of the college.

### Objective:

The Empowering Excellence in Professional Work for a faculty development program are to ensure that faculty members are equipped with the knowledge, skills, and abilities required to provide high-quality instruction and to foster a culture of continuous improvement and innovation in teaching.

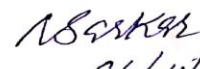
### Overview of the Program:

It started with the Rabindra Sangeet followed by invocation and lighting of the lamp by dignitaries. Later, IQAC Coordinator Utpal Das welcomed the gathering which was followed by an overview of the FDP program. Succeeding that, Principal, Dr.Nirmalendu Sarkar addressed and enlightened the gathering with her encouraging words. This was followed by the invited talk from Dr. Rajesh Das, Assistant Professor, Department of Mass Communication, Burdwan University followed by Question-and-Answer session. The FDP program was concluded with vote of thanks by IQAC coordinator Utpal Das followed by National Anthem.

  
01/10/2024

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## Outcome of the Program:

The program typically covered various topics related to Tackling Plagiarism, Ethics of Research Design and research method:

- What is plagiarism?
- Why is it a problem?
- How do we avoid plagiarism?
- Detection
- Taking action
- Research ethics: Introduction
- Organizations and ethics committees
- Honesty in your work
- Intellectual ownership and plagiarism
- Acknowledgement and Citation
- Responsibility and Accountability of the researcher
- Data and Interpretations
- Situations that raise ethical issues

## Conclusion:

The Tackling Plagiarism program demonstrated significant impact on faculty understanding and skills.

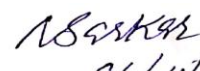
## Report

1. Name of the programme- Five Day Faculty Development Program on Empowering Excellence in Professional Work.

  
01/10/2024

Signature of the IOAC Coordinator

Coordinator  
IQAC  
Katwa College

  
01/10/2024

Signature of the Principal

Principal  
Katwa College



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2. **Topic**-Innovations in Higher Education: Towards a New Dimension.

3. **Organizer**- IQAC, Katwa College.

4. **Date**- 01.06.2024

5. **Time**- 12:00pm

6. **Number of Participants**-97

7. **Name of the Resource Person**- Dr. Binayak Bhattacharyya, Associate Professor, Department of Bengali, St. Paul's Cathedral Mission College.

## Introduction:

On 1<sup>st</sup> June 2024, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a Five-Day Faculty Development Program on Empowering Excellence in Professional Work. The session commenced at 12:00 PM and was attended by 97 participants, including faculty members from various departments of the college.

## Objective:

The Empowering Excellence in Professional Work for a faculty development program are to ensure that faculty members are equipped with the knowledge, skills, and abilities required to provide high-quality instruction and to foster a culture of continuous improvement and innovation in teaching.

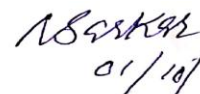
## Overview of the Program:

It started with the Rabindra Sangeet followed by invocation and lighting of the lamp by dignitaries. Later, IQAC Coordinator Utpal Das welcomed the gathering which was followed by an overview of the FDP program. Succeeding that, Principal, Dr. Nirmalendu Sarkar addressed and enlightened the gathering with her encouraging words. This was followed by the invited talk from Dr. Binayak Bhattacharyya, Associate Professor, Department of Bengali, St. Paul's Cathedral Mission College followed by Question-and-Answer session. The FDP program was concluded with vote of thanks by IQAC coordinator Utpal Das followed by National Anthem.

  
01/10/2024

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## Outcome of the Program:

The program typically covered various topics related to Innovations in Higher Education.

1. Personalized learning: Tailoring education to individual students' needs and abilities.
2. Micro-credentials: Offering bite-sized, stackable credentials for specific skills.
3. Online and hybrid learning: Blending online and face-to-face instruction for flexibility.
4. Competency-based progression: Focusing on students' demonstration of skills rather than credit hours.
5. Artificial intelligence-powered adaptive learning: Using AI to adjust instruction to students' needs.
6. Virtual and augmented reality: Immersive learning experiences for enhanced engagement.
7. Gamification: Using game design elements to increase student motivation and engagement.
8. Open educational resources: Free and accessible learning materials.
9. Interdisciplinary and trans disciplinary approaches: Combining multiple fields to address complex problems.
10. Community engagement and partnerships: Collaborating with industry, community, and society.

## Conclusion:

The Innovations in Higher Education program demonstrated significant impact on faculty understanding and skills.

## Report


1. Name of the programme- Five Day Faculty Development Program on Empowering Excellence in Professional Work.

2. Topic- Inclusive Libraries.

  
01/10/2024

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3. Organizer- IQAC, Katwa College.

4. Date- 03.06.2024

5. Time- 12:00pm

6. Number of Participants-97

7. Name of the Resource Person-Dr. Udayan Bhattacharyya, Professor, Department of Library & Information Science, Jadavpur University.

## Introduction:

On 3<sup>rd</sup> June 2024, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a Five-Day Faculty Development Program on Empowering Excellence in Professional Work. The session commenced at 12:00 PM and was attended by 97 participants, including faculty members from various departments of the college.

## Objective:

The Empowering Excellence in Professional Work for a faculty development program are to ensure that faculty members are equipped with the knowledge, skills, and abilities required to provide high-quality instruction and to foster a culture of continuous improvement and innovation in teaching.

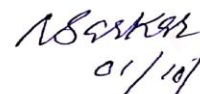
## Overview of the Program:

It started with the Rabindra Sangeet followed by invocation and lighting of the lamp by dignitaries. Later, IQAC Coordinator Utpal Das welcomed the gathering which was followed by an overview of the FDP program. Succeeding that, Principal, Dr. Nirmalendu Sarkar addressed and enlightened the gathering with her encouraging words. This was followed by the invited talk from Dr. Udayan Bhattacharyya, Professor, Department of Library & Information Science, Jadavpur University followed by Question-and-Answer session. The FDP program was concluded with vote of thanks by IQAC coordinator Utpal Das followed by National Anthem.

  
01/10/2024

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## Outcome of the Program:

The program typically covered various topics related to Inclusive Libraries

1. Books and articles on inclusive teaching practices, diversity, equity, and inclusion.
2. Resources on universal design for learning, accessibility, and accommodations.
3. Materials on culturally responsive teaching, inter sectionalist, and social justice.
4. Books and media representing diverse voices, experiences, and perspectives.
5. Online resources, such as webinars, videos, and podcasts, on inclusive topics.
6. Accessibility features like audio books, e-books, and braille materials.
7. Multilingual resources for faculty working with linguistically diverse students.
8. Resources on trauma-informed teaching, mental health, and well-being.

## Conclusion:

The Inclusive Libraries program demonstrated significant impact on faculty understanding and skills.

## Report

**1. Name of the programme-** Five Day Faculty Development Program on Empowering Excellence in Professional Work.

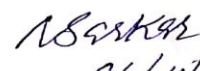
**2. Topic-** Insight on Research Funding & Patenting Process.

**3. Organizer-** IQAC, Katwa College.

  
01/10/2024

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4. Date- 04.06.2024

5. Time- 12:00pm

6. Number of Participants-97

7. Name of the Resource Person-Dr. Sudip Chatterjee, Principal, Guskara Mahavidyalaya.

## Introduction:

On 4<sup>th</sup> June 2024, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a Five-Day Faculty Development Program on Empowering Excellence in Professional Work. The session commenced at 12:00 PM and was attended by 97 participants, including faculty members from various departments of the college.

## Objective:

The Empowering Excellence in Professional Work for a faculty development program are to ensure that faculty members are equipped with the knowledge, skills, and abilities required to provide high-quality instruction and to foster a culture of continuous improvement and innovation in teaching.

## Overview of the Program:

It started with the Rabindra Sangeet followed by invocation and lighting of the lamp by dignitaries. Later, IQAC Coordinator Utpal Das welcomed the gathering which was followed by an overview of the FDP program. Succeeding that, Principal, Dr. Nirmalendu Sarkar addressed and enlightened the gathering with her encouraging words. This was followed by the invited talk from Dr. Sudip Chatterjee, Principal, Guskara Mahavidyalaya followed by Question-and-Answer session. The FDP program was concluded with vote of thanks by IQAC coordinator Utpal Das followed by National Anthem.

## Outcome of the Program:

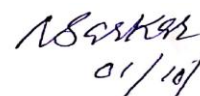
The program typically covered various topics related to Research Funding & Patenting Process  
Research Funding:

1. Types of funding: Internal, external, government, private, and industry-sponsored grants.

  
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2. Identifying funding opportunities: Databases, websites, and networking with colleagues and program officers.
3. Writing grant proposals: Clear goals, methodologies, budgets, and impact statements.
4. Managing funded projects: Timelines, milestones, and reporting requirements.
5. Intellectual property and commercialization: Patenting, licensing, and technology transfer.

Parenting Process:

1. Faculty mentoring models: One-on-one, peer, group, and departmental mentoring.
2. Effective mentoring strategies: Active listening, goal-setting, and constructive feedback.
3. Mentor-mentee relationships: Building trust, establishing expectations, and fostering independence.
4. Mentoring for diversity, equity, and inclusion: Addressing biases, promoting inclusivity, and supporting underrepresented groups.
5. Evaluating mentoring programs: Surveys, focus groups, and outcome assessments.

## Conclusion:

The Insight on Research Funding & Patenting Process program demonstrated significant impact on faculty understanding and skills.

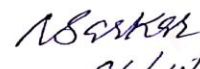
## Report

1. Name of the programme- Five Day Faculty Development Program on Empowering Excellence in Professional Work.
2. Topic- E-Content Development: Scope & Opportunities for College Teacher.
3. Organizer- IQAC, Katwa College.

  
01/10/2024

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Katwa College

  
01/10/2024

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4. Date- 05.06.2024

5. Time- 12:00pm

6. Number of Participants-97

7. Name of the Resource Person-Dr. Subhas Singha Roy, Associate Professor, Department of Political Science, Chandidas Mahavidyalaya.

## Introduction:

On 5<sup>th</sup> June 2024, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a Five-Day Faculty Development Program on Empowering Excellence in Professional Work. The session commenced at 12:00 PM and was attended by 97 participants, including faculty members from various departments of the college.

## Objective:

The Empowering Excellence in Professional Work for a faculty development program are to ensure that faculty members are equipped with the knowledge, skills, and abilities required to provide high-quality instruction and to foster a culture of continuous improvement and innovation in teaching.

## Overview of the Program:


It started with the Rabindra Sangeet followed by invocation and lighting of the lamp by dignitaries. Later, IQAC Coordinator Utpal Das welcomed the gathering which was followed by an overview of the FDP program. Succeeding that, Principal, Dr. Nirmalendu Sarkar addressed and enlightened the gathering with her encouraging words. This was followed by the invited talk from Dr. Subhas Singha Roy, Associate Professor, Department of Political Science, Chandidas Mahavidyalaya followed by Question-and-Answer session. The FDP program was concluded with vote of thanks by IQAC coordinator Utpal Das followed by National Anthem.

## Outcome of the Program:

  
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The program typically covered various topics related to E-Content Development

1. Creating digital resources: Videos, podcasts, info graphics, and interactive simulations.
2. Developing online courses: MOOCs, blended learning, and flipped classroom materials.
3. Designing educational software: Adaptive learning tools, gamification, and virtual labs.
4. Producing multimedia content: Audio, video, and interactive presentations.
5. Curating online resources: Open educational resources, repositories, and libraries.
6. Enhance teaching methods: Integrate technology, increase student engagement, and personalize learning.
7. Reach a wider audience: Share resources, collaborate with global educators, and participate in online communities.
8. Develop new skills: Learn instructional design, multimedia production, and project management.
9. Showcase expertise: Demonstrate subject matter expertise, creativity, and innovation.
10. Contribute to Open Education: Share resources, promote accessibility, and support inclusive education.

## Conclusion:

The E-Content Development program demonstrated significant impact on faculty understanding and skills.

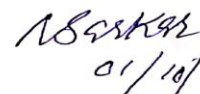
### Non-teaching staff 2019-2020 Detailed Schedule

Date	Time	Topic for Discussion	Resource person
18/12/2019	12:00pm	Digital tools and platforms for e-Governance	Dr. Padmaja Mondal Assistant Professor Dr. Gour Mohan Roy College

  
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19/12/2019	12:00pm	Data Management and Analysis for e-Governance	Dr. Nursadh Ali Principal Bolpur College
20/12/2019	12:00pm	User Experience and Human Centric Design	Dr. Ananda Dulal Bagdi Associate Professor Kandra Radhakanta Kundu Mahavidyalaya
21/12/2019	12:00pm	Change Management and Future Outlook	Dr. Rajiba Lochan Mahapatra Assistant Professor Department of Education The University of Burdwan
23/12/2019	12:00pm	Legal and Regulatory Aspect of e-Governance	Molla Hafizur Rahaman W.B.E.S. Assistant Professor in English Government General Degree College
24/12/2019	12:00pm	Implementation and Sustainability of e-Governance Initiatives	Dr. Rajib Sarkar Assistant Professor in Computer Science Derozio Memorial College


## Report

1. **Name of the Programme-** Seven-day staff training program on 'Navigating Digital Transformation: Hands on Training on E-Governance'
2. **Topic-** Digital tools and platforms for e-Governance.

  
01/10/2024

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3. **Organizer**- IQAC, Katwa College.
4. **Date**- 18/12/2019
5. **Time**- 12:00pm
6. **Number of Participants**-50
7. **Name of the Resource Person**- Dr. Padmaja Mondal, Assistant Professor, Dr. Gour Mohan Roy College.

## Introduction:

On 18<sup>th</sup> December 2019, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a Seven-day staff training program on 'Navigating Digital Transformation: Hands on Training on E-Governance'. The session commenced at 12:00 PM and was attended by 50 participants, including non-teaching staff of various departments of the college.

## Objective:

Here are the objectives of a staff training program on Navigating Digital Transformation: Hands on Training on e-Governance:

Enhance Digital Literacy, Familiarize with E-Governance, Improve Efficiency, Develop Data Management Skills, Ensure Cybersecurity Awareness, Foster Innovation, Enhance Citizen Engagement, Support Organizational Change, Develop Hands-on Skills, Encourage Collaboration.

**Outcome:** Some of participants demonstrated improved understanding of digital governance concepts, showed proficiency in using digital tools for communication and collaboration, reported increased confidence in managing student data and analytics, adopted digital platforms for efficient governance and student support


## Conclusion:

The training program successfully empowered non-teaching staff to leverage digital tools and platforms for efficient governance, data management, and student support. We are committed to ongoing digital excellence and continuous improvement.

  
01/10/2024

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## Report

1. **Name of the Programme-** Seven-day staff training program on 'Navigating Digital Transformation: Hands on Training on E-Governance'
2. **Topic-** Data Management and Analysis for e-Governance.
3. **Organizer-** IQAC, Katwa College.
4. **Date-** 19/12/2019
5. **Time-** 12:00pm
6. **Number of Participants-** 50
7. **Name of the Resource Person-** Dr. Nursadh Ali, Principal. Bolpur College.

### Introduction:

On 19<sup>th</sup> December 2019, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a Seven-day staff training program on 'Navigating Digital Transformation: Hands on Training on E-Governance'. The session commenced at 12:00 PM and was attended by 50 participants, including non-teaching staff of various departments of the college.

### Objective:

To equip non-teaching staff with the skills to effectively manage and analyse data for informed decision-making and efficient e-governance.

### Outcome:


Some of the participants demonstrated improved understanding of data management concepts, some showed proficiency in data visualization and reporting and reported increased confidence in data analysis for decision-making, all the participants adopted data-driven approaches for e-governance.

### Conclusion:

  
01/10/2024

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The training program successfully empowered non-teaching staff to manage and analyse data for efficient e-governance, informed decision-making, and improved student support. We are committed to ongoing data-driven excellence and continuous improvement.

## Report

**1. Name of the Programme-** Seven-day staff training program on 'Navigating Digital Transformation: Hands on Training on E-Governance'

**2. Topic-** User Experience and Human Centric Design.

**3. Organizer-** IQAC, Katwa College.

**4. Date-** 20/12/2019

**5. Time-** 12:00pm

**6. Number of Participants-** 50

**7. Name of the Resource Person-** Dr. Ananda Dulal Bagdi, Associate Professor, Kandra Radhakanta Kundu Mahavidyalaya

### Introduction:

On 20<sup>th</sup> December 2019, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a Seven-day staff training program on 'Navigating Digital Transformation: Hands on Training on E-Governance'. The session commenced at 12:00 PM and was attended by 50 participants, including non-teaching staff of various departments of the college.

### Objective:

To equip non-teaching staff with the skills to design and deliver services that meet the needs and expectations of students, faculty, and stakeholders.

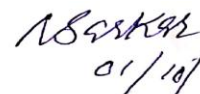
### Outcome:

In the program all participants are known about this topic

  
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- 
- User experience is critical to student satisfaction and success
  - Human-centered design puts users at the forefront of service design
  - Empathy and understanding user needs are essential for effective design
  - Prototyping and testing improve service quality and user adoption.

### Conclusion:

The training program successfully equipped non-teaching staff with the skills to design and deliver user-centered services, enhancing the overall college experience.

## Report

**1. Name of the Programme-** Seven-day staff training program on 'Navigating Digital Transformation: Hands on Training on E-Governance'

**2. Topic-** Change Management and Future Outlook.

**3. Organizer-** IQAC, Katwa College.

**4. Date-** 21/12/2019

**5. Time-** 12:00pm

**6. Number of Participants-** 50

**7. Name of the Resource Person-** Dr. Rajiba Lochan Mahapatra, Assistant Professor, Department of Education, The University of Burdwan

### Introduction:

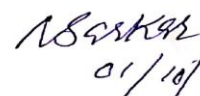
On 21<sup>st</sup> December 2019, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a Seven-day staff training program on 'Navigating Digital Transformation: Hands on Training on E-Governance'. The session commenced at 12:00 PM and was attended by 50 participants, including non-teaching staff of various departments of the college.

### Objective:

  
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To equip college staff with the skills to navigate change, adapt to future trends, and drive institutional success.

## Outcome:

In the program all participants are known about this topic

- Change is inevitable; proactive management is essential
- Effective communication is critical during change
- Staff resilience and adaptability drive institutional success
- Future trends demand agility, innovation, and strategic planning.

## Conclusion:

The training program successfully equipped college staff with the skills to navigate change, adapt to future trends, and drive institutional success.

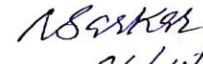
## Report

- 1. Name of the Programme-** Seven-day staff training program on 'Navigating Digital Transformation: Hands on Training on E-Governance'
- 2. Topic-** Legal and Regulatory Aspect of e-Governance.
- 3. Organizer-** IQAC, Katwa College.
- 4. Date-** 23/12/2019

  
01/10/2024

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5. Time- 12:00pm

6. Number of Participants-50

7. Name of the Resource Person- Molla Hafizur Rahaman, W.B.E.S., Assistant Professor in English, Government General Degree College

## Introduction:

On 23<sup>rd</sup> December 2019, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a Seven-day staff training program on 'Navigating Digital Transformation: Hands on Training on E-Governance'. The session commenced at 12:00 PM and was attended by 50 participants, including non-teaching staff of various departments of the college.

## Objective:

The advent of e-governance has transformed the way governments and institutions operate, bringing about increased efficiency, transparency, and accountability. However, this shift also raises important legal and regulatory considerations that must be addressed to ensure the effective implementation of e-governance initiatives.

## Outcome:

In this program this topic is discussed

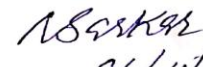
1. Data Protection and Privacy
2. Cybersecurity
3. Digital Signatures and Authentication:
4. Intellectual Property Rights
5. Accessibility and Inclusivity

## Conclusion:

  
01/10/2024

Signature of the IOAC Coordinator

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IQAC  
Katwa College

  
01/10/2024

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The legal and regulatory aspects of e-governance are critical components of successful e-governance initiatives. By addressing these aspects, institutions can ensure the effective implementation of e-governance solutions that benefit citizens while maintaining the highest standards of security, privacy, and accountability.

## Report

- 1. Name of the Programme-** Seven-day staff training program on 'Navigating Digital Transformation: Hands on Training on E-Governance'
- 2. Topic-** Implementation and Sustainability of e-Governance Initiatives.
- 3. Organizer-** IQAC, Katwa College.
- 4. Date-** 24/12/2019
- 5. Time-** 12:00pm
- 6. Number of Participants-** 50
- 7. Name of the Resource Person-** Dr. Rajib Sarkar, Assistant Professor in Computer Science, Derozio Memorial College

### Introduction:

On 24<sup>th</sup> December 2019, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a Seven-day staff training program on 'Navigating Digital Transformation: Hands on Training on E-Governance'. The session commenced at 12:00 PM and was attended by 50 participants, including non-teaching staff of various departments of the college.

### Objective:

E-governance initiatives have the potential to transform the way colleges operate, improving efficiency, transparency, and accountability. However, successful implementation and sustainability are crucial to realizing these benefits.


### Outcome:

In this program this topic is discussed

  
01/10/2024

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1. Clear Goals and Objectives
2. Stakeholder Engagement
3. Change Management
4. Capacity Building
5. Infrastructure and Technology
6. Monitoring and Evaluation
7. Continuous Improvement
8. Resource Allocation
9. Leadership Commitment
10. Citizen Engagement

### Conclusion:

Successful implementation and sustainability of e-governance initiatives require careful planning, stakeholder engagement, and continuous improvement. By addressing these factors, colleges can ensure the long-term viability of e-governance initiatives, leading to improved efficiency, transparency, and accountability.

2022-2023


### Detailed Schedule

Date	Time	Topic for Discussion	Resource person
16/05/2023	02:30pm	Hands on Training on Integrated Financial Management System (WBIFMS)	Dr. Bibhas Chandra Saha Principal Purbasthali College

  
01/10/2024

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17/05/2023	02:30pm	Human Resource Management	Sk Shakeel Assistant Professor in Commerce Katwa College
18/05/2023	02:30pm	Letter Writing for Official Purposes	Indrani Ray Assistant Professor in English Katwa College
19/05/2023	02:30pm	Tally ERP9 advance features	Abhijit Banerjee Chartered Accountant
20/05/2023	02:30pm	Communication Skill	Dr. Nursadh Ali Principal Bolpur College
21/05/2023	02:30pm	Hands on Training on Tally Clouds and Tally Customization	Srimanta Ghosh Tally Creative
22/05/2023	02:30pm	Problem Solving and Decision Making	Dr. Mrinal Kanti Chattopadhyay Principal Kandra R.K.Kundu Mahavidyalaya

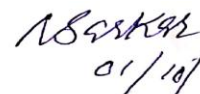
## Report

- 1. Name of the Programme-** One Week staff training program on 'Empowering Excellence in Professional Work
- 2. Topic-** Hands on Training on Integrated Financial Management System (WBIFMS).
- 3. Organizer-** IQAC, Katwa College.
- 4. Date-** 16/05/2023
- 5. Time-** 02:30pm

  
01/10/2024

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6. Number of Participants-63

7. Name of the Resource Person- Dr. Bibhas Chandra Saha, Principal, Purbasthali College

## Introduction:

On 16<sup>th</sup> May 2023, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a One Week staff training program on 'Empowering Excellence in Professional Work. The session commenced at 02:30 PM and was attended by 63 participants, including non-teaching staff of various departments of the college.

## Objective:

1. To equip non-teaching staff with the necessary skills to operate the WBIFMS.
2. To enhance financial management capabilities and efficiency.
3. To ensure accurate and timely financial reporting.

## Outcome:

1. Participants demonstrated a clear understanding of WBIFMS functionality and navigation.
2. Participants successfully completed hands-on exercises, including budgeting, expenditure management, and financial reporting.
3. Participants provided positive feedback on the training program, citing improved confidence in using the system.

## Conclusion:

The hands-on training program on WBIFMS was a success, equipping non-teaching staff with the necessary skills to effectively utilize the system. With continued support and training, the institution can maximize the benefits of WBIFMS, leading to improved financial management and efficiency.

## Report

1. Name of the Programme- One Week staff training program on 'Empowering Excellence in Professional Work

2. Topic- Human Resource Management.

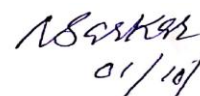
3. Organizer- IQAC, Katwa College.

4. Date- 17/05/2023

  
01/10/2024

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5. Time- 02:30pm

6. Number of Participants-64

7. Name of the Resource Person- Sk Shakeel, Assistant Professor in Commerce, Katwa College.

## Introduction:

On 17<sup>th</sup> May 2023, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a One Week staff training program on 'Empowering Excellence in Professional Work. The session commenced at 02:30 PM and was attended by 64 participants, including non-teaching staff of various departments of the college.

## Objective:

1. To understand the principles and practices of HRM.
2. To develop skills in recruitment, selection, and employee development.
3. To enhance employee engagement and retention strategies.

## Outcome:

1. Participants demonstrated a clear understanding of HRM principles and practices.
2. Participants developed skills in recruitment, selection, and employee development.
3. Participants showed improved knowledge of employee engagement and retention strategies.

## Conclusion:

The non-teaching staff development program on HRM was a success, enhancing the skills and knowledge of college staff. By implementing the recommendations, the college can improve HRM practices, leading to increased employee satisfaction, productivity, and retention.


## Report

1. Name of the Programme- One Week staff training program on 'Empowering Excellence in Professional Work
2. Topic- Letter Writing for Official Purposes.
3. Organizer- IQAC, Katwa College.
4. Date- 18/05/2023

  
01/10/2024

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5. Time- 02:30pm

6. Number of Participants-63

7. Name of the Resource Person- Indrani Ray, Assistant Professor in English, Katwa College.

## Introduction:

On 18<sup>th</sup> May 2023, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a One Week staff training program on 'Empowering Excellence in Professional Work. The session commenced at 02:30 PM and was attended by 63 participants, including non-teaching staff of various departments of the college.

## Objective:

1. To understand the principles of effective letter writing.
2. To develop skills in writing clear and concise official letters.
3. To familiarize participants with common letter formats and templates.

## Outcome:

1. Participants demonstrated improved understanding of effective letter writing principles.
2. Participants developed skills in writing clear and concise official letters.
3. Participants showed increased confidence in writing official letters.

## Conclusion:

The staff development program on letter writing for official purposes was a success, enhancing the skills and confidence of non-teaching staff in writing effective official letters. By implementing the recommendations, the college can ensure consistent and professional communication with stakeholders.

## Report

1. Name of the Programme- One Week staff training program on 'Empowering Excellence in Professional Work

2. Topic- Tally ERP9 advance features.

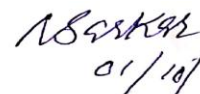
3. Organizer- IQAC, Katwa College.

4. Date- 19/05/2023

  
01/10/2024

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01/10/2024

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5. Time- 02:30pm

6. Number of Participants-67

7. Name of the Resource Person- Abhijit Banerjee, Chartered Accountant

## Introduction:

On 19<sup>th</sup> May 2023, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a One Week staff training program on 'Empowering Excellence in Professional Work'. The session commenced at 02:30 PM and was attended by 67 participants, including non-teaching staff of various departments of the college.

## Objective:

1. To familiarize participants with advanced Tally ERP9 features.
2. To develop skills in using advanced features for efficient financial management.
3. To improve accuracy and productivity in accounting and reporting.

## Outcome:

1. Participants demonstrated a clear understanding of advanced Tally ERP9 features.
2. Participants developed skills in using advanced features for efficient financial management.
3. Participants showed improved confidence in using Tally ERP9 for complex accounting tasks.

## Conclusion:

The staff development program on Tally ERP9 advanced features was a success, enhancing the skills and confidence of non-teaching staff in using the software for efficient financial management. By implementing the recommendations, the college can maximize the benefits of Tally ERP9 and improve overall financial management.

## Report

1. Name of the Programme- One Week staff training program on 'Empowering Excellence in Professional Work'

2. Topic- Communication Skill


3. Organizer- IQAC, Katwa College.

4. Date- 20/05/2023

  
01/10/2024

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5. Time- 02:30pm

6. Number of Participants-62

7. Name of the Resource Person- Dr. Nursadh Ali, Principal, Bolpur College

## Introduction:

On 20<sup>th</sup> May 2023, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a One Week staff training program on 'Empowering Excellence in Professional Work. The session commenced at 02:30 PM and was attended by 62 participants, including non-teaching staff of various departments of the college.

## Objective:

1. To understand the importance of effective communication in the workplace.
2. To develop verbal and non-verbal communication skills.
3. To improve interpersonal and team communication.

## Outcome:

1. Participants demonstrated improved understanding of effective communication principles.
2. Participants developed skills in verbal and non-verbal communication.
3. Participants showed enhanced ability to handle conflicts and negotiations.

## Conclusion:

The staff development program on communication skills was a success, enhancing the skills and confidence of non-teaching staff in effective communication. By implementing the recommendations, the college can foster a culture of open communication, collaboration, and teamwork among staff members.


## Report

1. Name of the Programme- One Week staff training program on 'Empowering Excellence in Professional Work
2. Topic- Hands on Training on Tally Clouds and Tally Customization.
3. Organizer- IQAC, Katwa College.
4. Date- 21/05/2023

  
01/10/2024

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01/10/2024

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5. Time- 02:30pm

6. Number of Participants-63

7. Name of the Resource Person- Srimanta Ghosh, Tally Creative.

## Introduction:

On 21<sup>st</sup> May 2023, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a One Week staff training program on 'Empowering Excellence in Professional Work. The session commenced at 02:30 PM and was attended by 63 participants, including non-teaching staff of various departments of the college.

## Objective:

1. To understand the features and benefits of Tally Clouds.
2. To learn how to customize Tally for specific college needs.
3. To develop skills in using Tally Clouds for efficient financial management.

## Outcome:

1. Participants demonstrated a clear understanding of Tally Clouds and customization.
2. Participants developed skills in using Tally Clouds for efficient financial management.
3. Participants showed improved confidence in customizing Tally for college needs.

## Conclusion:

The hands-on training program on Tally Clouds and Tally Customization was a success, enhancing the skills and confidence of non-teaching staff in using Tally for efficient financial management. By implementing the recommendations, the college can maximize the benefits of Tally and improve overall financial management.

## Report

1. Name of the Programme- One Week staff training program on 'Empowering Excellence in Professional Work

2. Topic- Problem Solving and Decision Making.

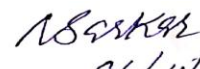
3. Organizer- IQAC, Katwa College.

4. Date- 22/05/2023

  
01/10/2024

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IQAC  
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01/10/2024

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5. Time- 02:30pm

6. Number of Participants-64

7. Name of the Resource Person- Dr. Mrinal Kanti Chattopadhyay, Principal, Kandra R.K. Kundu Mahavidyalaya

## Introduction:

On 22<sup>nd</sup> May 2023, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a One Week staff training program on 'Empowering Excellence in Professional Work. The session commenced at 02:30 PM and was attended by 64 participants, including non-teaching staff of various departments of the college.

## Objective:

1. To understand the principles of effective problem solving and decision making.
2. To develop skills in analysing problems and identifying solutions.
3. To improve decision making skills in complex situations.

## Outcome:

1. Participants demonstrated improved understanding of problem solving and decision-making principles.
2. Participants developed skills in analysing complex problems and identifying solutions.
3. Participants showed enhanced confidence in decision making.

## Conclusion:

The staff development program on problem solving and decision making was a success, enhancing the skills and confidence of non-teaching staff in analysing complex problems and making informed decisions. By implementing the recommendations, the college can foster a culture of effective problem solving and decision making among staff members.

2023-2024

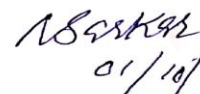
## Detailed Schedule

Date	Time	Topic for Discussion	Resource person
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01/10/2024

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01/10/2024

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22/05/2024	01:00pm	E-Office Manoeuvring (WBIFMS, NGIPR & WBHS)	Md. Shakeel Ahmed WBA & AS Treasury Officer Katwa Treasury
24/05/2024	01:00pm	Personal Development and Mind set	Dr. Rajib Sarkar Assistant Professor in Computer Science Derozio Memorial College
25/05/2024	01:00pm	Time Management and Productivity	Aritra Rudra (W.B.E.S) Assistant Professor in History Government General Degree College
27/05/2024	01:00pm	Teamwork and Collaboration	Arijit Manna Principal in Charge Bengal Institute of Technology Katwa, Purba Bardhaman
28/05/2024	01:00pm	Innovation and Continuous Improvement	Sukanta Ghosh Lecturer in Physics Bengal Institute of Technology Katwa, Purba Bardhaman

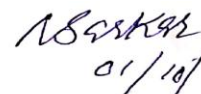
## Report

- 1. Name of the Programme-** Five Day staff training program on 'Empowering Excellence in Professional Work
- 2. Topic-** E-Office Manoeuvring (WBIFMS, NGIPR & WBHS).
- 3. Organizer-** IQAC, Katwa College.
- 4. Date-** 22/05/2024

  
01/10/2024

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01/10/2024

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5. Time- 01:00pm

6. Number of Participants-55

7. Name of the Resource Person- Md. Shakeel Ahmed, WBA & AS, Treasury Officer, Katwa Treasury.

## Introduction:

On 22<sup>nd</sup> May 2024, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a Five-Day staff training program on 'Empowering Excellence in Professional Work'. The session commenced at 01:00 PM and was attended by 55 participants, including non-teaching staff of various departments of the college.

## Objective:

1. To understand the features and benefits of WBIFMS, NGIPR, and WBHS.
2. To develop skills in using e-office systems for efficient office management.
3. To improve proficiency in online transactions and record-keeping.

## Outcome:

1. Participants demonstrated a clear understanding of e-office systems.
2. Participants developed skills in using WBIFMS, NGIPR, and WBHS for efficient office management.
3. Participants showed improved proficiency in online transactions and record-keeping.

## Conclusion:

The training program on E-Office Manoeuvring was a success, enhancing the skills and confidence of non-teaching staff in using e-office systems for efficient office management. By implementing the recommendations, the college can maximize the benefits of e-office systems and improve overall administrative efficiency.

## Report

1. Name of the Programme- Five Day staff training program on 'Empowering Excellence in Professional Work'.

2. Topic- Personal Development and Mind set.

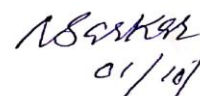
3. Organizer- IQAC, Katwa College.

4. Date- 24/05/2024

  
01/10/2024

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5. Time- 01:00pm

6. Number of Participants-55

7. Name of the Resource Person- Dr. Rajib Sarkar, Assistant Professor in Computer Science, Derozio Memorial College

## Introduction:

On 24<sup>th</sup> May 2024, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a Five-Day staff training program on 'Empowering Excellence in Professional Work'. The session commenced at 01:00 PM and was attended by 55 participants, including non-teaching staff of various departments of the college.

## Objective:

1. To understand the importance of personal growth and development.
2. To develop a growth mindset and self-awareness.
3. To enhance emotional intelligence and well-being.

## Outcome:

1. Participants demonstrated increased self-awareness and understanding of personal growth.
2. Participants developed a growth mindset and improved emotional intelligence.
3. Participants showed enhanced well-being and stress management skills.

## Conclusion:

The staff development program on personal development and mindset was a success, empowering non-teaching staff to prioritize their growth and well-being. By implementing the recommendations, the college can foster a culture of continuous learning and growth, leading to improved job satisfaction and overall well-being.


## Report

1. Name of the Programme- Five Day staff training program on 'Empowering Excellence in Professional Work'.
2. Topic- Time Management and Productivity.
3. Organizer- IQAC, Katwa College.
4. Date- 25/05/2024
5. Time- 01:00pm

  
01/10/2024

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## 6. Number of Participants-55

7. Name of the Resource Person- Aritra Rudra (W.B.E.S), Assistant Professor in History, Government General Degree College

### Introduction:

On 25<sup>th</sup> May 2024, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a Five-Day staff training program on 'Empowering Excellence in Professional Work'. The session commenced at 01:00 PM and was attended by 55 participants, including non-teaching staff of various departments of the college.

### Objective:

1. To understand the importance of effective time management.
2. To develop skills in prioritizing tasks and managing time.
3. To improve productivity and reduce stress.

### Outcome:

1. Participants demonstrated improved understanding of time management principles.
2. Participants developed skills in prioritizing tasks and managing time.
3. Participants showed increased productivity and reduced stress.

### Conclusion:

The staff development program on time management and productivity was a success, empowering non-teaching staff to manage their time effectively and increase productivity. By implementing the recommendations, the college can foster a culture of efficiency and effectiveness, leading to improved job satisfaction and overall performance.

## Report


1. Name of the Programme- Five Day staff training program on 'Empowering Excellence in Professional Work'.

2. Topic- Teamwork and Collaboration

  
01/10/2024

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3. Organizer- IQAC, Katwa College.

4. Date- 27/05/2024

5. Time- 01:00pm

6. Number of Participants-55

7. Name of the Resource Person- Arijit Manna, Principal in Charge, Bengal Institute of Technology, Katwa, Purba Bardhaman

## Introduction:

On 27<sup>th</sup> May 2024, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a Five-Day staff training program on 'Empowering Excellence in Professional Work'. The session commenced at 01:00 PM and was attended by 55 participants, including non-teaching staff of various departments of the college.

## Objective:

1. To understand the importance of teamwork and collaboration.
2. To develop skills in effective communication and conflict resolution.
3. To enhance collaboration and teamwork among non-teaching staff.

## Outcome:

1. Participants demonstrated improved understanding of teamwork and collaboration.
2. Participants developed skills in effective communication and conflict resolution.
3. Participants showed enhanced collaboration and teamwork among staff.

## Conclusion:

The staff development program on teamwork and collaboration was a success, building a stronger and more collaborative team among non-teaching staff. By implementing the recommendations, the college can foster a culture of teamwork and collaboration, leading to improved job satisfaction, productivity, and overall performance.

## Report

1. Name of the Programme- Five Day staff training program on 'Empowering Excellence in Professional Work'


2. Topic- Innovation and Continuous Improvement

3. Organizer- IQAC, Katwa College.

  
01/10/2024

Signature of the IOAC Coordinator

Coordinator  
IQAC  
Katwa College

  
01/10/2024

Signature of the Principal

Principal  
Katwa College





# KATWA COLLEGE

(Affiliated to the University of Burdwan)

Principal's Office,

P.O.: Katwa, Dist.: Purba Bardhaman, West Bengal, PIN: 713130, India.

Mobile: +918101078393

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4. Date- 28/05/2024

5. Time- 01:00pm

6. Number of Participants-55

7. Name of the Resource Person- Sukanta Ghosh, Lecturer in Physics, Bengal Institute of Technology, Katwa, Purba Bardhaman

## Introduction:

On 28<sup>th</sup> May 2024, Internal Quality Assurance Cell (IQAC) of Katwa College successfully organized a Five-Day staff training program on 'Empowering Excellence in Professional Work'. The session commenced at 01:00 PM and was attended by 55 participants, including non-teaching staff of various departments of the college.

## Objective:

1. To understand the importance of innovation and continuous improvement.
2. To develop skills in creative thinking and problem-solving.
3. To enhance ability to identify areas for improvement and implement changes.

## Outcome:

1. Participants demonstrated improved understanding of innovation and continuous improvement.
2. Participants developed skills in creative thinking and problem-solving.
3. Participants showed enhanced ability to identify areas for improvement and implement changes.

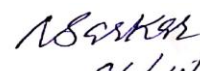
## Conclusion:

The staff development program on Innovation and Continuous Improvement was a success, empowering non-teaching staff to drive innovation and continuous improvement. By implementing the recommendations, the college can foster a culture of innovation and continuous improvement, leading to improved processes, services, and overall performance.

  
01/10/2024

Signature of the IOAC Coordinator

Coordinator  
IQAC  
Katwa College

  
01/10/2024

Signature of the Principal

Principal  
Katwa College