

IQAC LECTURE SERIES

**REPORT OF TALKS, LECTURES AND FDP
ORGANISED BY IQAC FOR ACADEMIC AND
ADMINISTRATIVE STAFF**

2017-18

1

One Day Workshop for Administrative Staff

Resource Person: Sri. Asok Kumar

(Formerly Accounts Officer, Deputy Directorate office, Collegiate Education, Kottayam)

13 October 2017

The contribution of the administrative staff in the successful working of the college is crucial. IQAC of the college had arranged a one day workshop for administrative staff on 13 October 2017 at Mrs. Mammen Mappila Education Technology Hall. The resource person for the day was Mr. Asok Kumar M., former Accounts Officer, Deputy Directorate office, Collegiate Education, Kottayam.

The meeting was intended to make the administrative staff aware of the procedural formalities connected with office work and documentation. Mr. Asok interacted with the administrative staff and clarified their doubts and queries. He had spoken on the areas of office procedures like PD Account, UGC Grant, Tender formalities, Audit formalities etc. He explicated in detail the procedures that should be followed in flawless filing and documentation. He had also spoken about the necessity of showing dedication in discharging the administrative duties. He concluded his lecture by mentioning about the need of finding joy and pleasure in doing their job in order to make it easy and satisfactory for them. The staff actively contributed to the session with their questions and explanations.

Talk 2.

Topic- Blended Learning

Resource Person- Dr. Vishnu V.S.

(Asst. Professor, Dept. of Chemistry, Govt. Arts College, Thiruvananthapuram)

31 October 2017

It is highly challenging for any educational institution to cater to the needs of today's tech savvy generation and mould them as competent professionals suitable for the digital era. In order to accomplish that purpose, the IQAC of Baselius College organized an orientation class for the teaching staff on the topic "Blended Learning" on 31 October 2017 at A.P. Mani Media Centre. The resource person for the day was Dr. Vishnu V.S. ,Assistant Professor, Dept. of English. Govt. Arts College, Thiruvananthapuram. He is a person who has established his knowledge and expertise in the new tech enabled vistas of knowledge. The session began with a prayer song and Dr. Sindhu Jones of Physics Department welcomed the gathering. All the teaching staff participated eagerly in the session as they are also wishing to upgrade their level up in par with the latest technologies.

Dr. Vishnu began the class by mentioning about the conventional modes and strategies of teaching like pencils, type writer, OHP, PPT etc. But in a world where even higher education board is promoting the use of online courses like MOOC, the teachers have to adapt themselves to the latest web enabled teaching strategies. The title of the session, "Blended Learning", suggests that teaching and learning should be a combination of face to face learning and online learning. Blended learning is very effective in the modern smart era as it ensures more student participation in the learning process. Students could be given assignments using Socrative, Padlet, CMS, LMS, Wiki Blogs, and Virtual Labs etc. Teachers can also make use of online virtual instruction, forums, webinars and online learning communities. Dr. Vishnu explained the uses and needs of taking online certificate courses in various branches of knowledge.

The two hour sessions had been highly effective and useful which had opened to the teachers the windows of new technological world. Dr. J. Nalini, HOD of Commerce Department proposed the vote of thanks. The teaching community of the college highly benefitted from the talk which was evident from the queries and feedback they had given at the end of the session.

Topic- Application of Management Principles in Education**Resource Person- Sri. M.C. Dathan**

(Scientific Advisor to Chief Minister)

Date : 05 February 2018

A teacher performs the function of a mediator between a student and the community s/he represents. Science and technology have encaptured many arenas of wisdom which had been handled solely by teachers. However, the role and importance of teaching community has not yet diminished even in this digital era. Hence the era demands a revision in the approach of the teachers in the teaching learning process; the IQAC had arranged an orientation lecture on the application of management principles in education on 05 February 2018 at A.P. Mani Media Centre. The lecture was taken by Mr. M.C. Dathan, Scintific advisor to chief minister and former Director of Vikram Sarabhai Space Centre.

The session commenced with a prayer song and Dr. Jyothimol P., HOD of English welcomed the gathering. Mr. Dathanbagan the talk by mentioning an anecdote from Dr. A.P.J. Abdul Kalam, where he expressed his wish to become an elementary school teacher in his next birth. He elaborated on how management principles can be utilized in moulding excellent student community as well as developing successful teaching community. He stressed on the principle of love and caring to shape and mould a good student. A teacher should be a loving guide to the student to love the class and the subject s/he is being taught.

During the two hour lecture, focus was given on topics like relations, motivation and team building, communication skill, professional ethics, art of learning, time management and synergy of mind and body. Mr. Dathan detailed on the need of the time for the teachers to transform themselves and their strategies according to the requirement of the time. One of the most essential things to do is finding out time for interacting with the students. As a fine tool, he suggested that twenty minutes could be spared each hour for interacting with the students.

A teacher has to function in multiple roles. Sometimes s/he has to act as a substitute for parents. In order to get a generation of desirable students, a teacher should develop good

relationships with students. A set of worthy students could be generated if guided by an able teacher who finds time and occasion to impart positive strokes and appreciations to her/his students. In order to motivate the students, the teacher should be self motivated. A teacher should be an epitome of motivation, inspiration, flexibility and common sense.

Being a social animal, man has certain duties and responsibilities to her/his fellow beings. The personal as well as professional ethics play a vital role defining the character and identity of a person. A teacher, who is the guiding light of a society, must be having a clean certificate in professional ethics and interpersonal relationships. Mr. Dathan explained the importance of knowledge, wisdom, communication skill etc. which are the essential prerequisites of a good teacher.

The lecture was indeed inspiring and motivational and all the teachers got rejuvenated. Dr. Shyla Abraham, HOD of Malayalam, proposed the vote of thanks.

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Topic- Role of Impact Factor and Journal Ranking in Research Publications

Resource Person- Dr. Nibu A. George

Assistant Professor, Dept. of Physics, Baselius College, Kottayam

16 February 2018

A researcher's task would be accomplished only when s/he publishes the research findings for the benefit of a wider group of people. Baselius College has a large number of inquisitive young research scholars who are publishing their research papers in various national and international peer reviewed journals. Since there are many fake journals which are claiming to be having index number and impact factor, IQAC of the college had conducted a lecture on the nuances and methods of finding out the best journals in the world. Dr. Nibu A. George, Assistant Professor, Dept. of Physics, Baselius College, Kottayam, who is an ardent researcher and a person with good number publications in impact factor journals, has

led the session on 16 February 2018 at A.P. Mani Media Centre. Prof. Reshmi Annie Thomas of Commerce Department welcomed the gathering.

Dr. Nibu elucidated the ways to find out the best impact factor journals from the web. He had spoken about journal rankings, the method of calculating the impact factor and other journal ranking parameters like immediacy index, cited half life, five year impact factor etc. He had also presented the freely available journal ranking called SCImago Journal and Country rank during the session. Participants also got knowledge about various fake matrices used by predatory journal publishers across the world and the strategies to identify non-reputed journals. He explained the terms “ISSN number” and “Indexed Journal”. The journals that are included in the UGC recognized list of journals were also a topic of discussion. Research output quality measurement of individual researchers using h- index and i10- index were briefly described. The participants got clarifications for all their doubts and confusions regarding journals and research publications. The session came to an end with the vote of thanks of Prof. Jithin John of English Department.

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Topic- How to Tap Funds for Research

Resource Person- Dr. Nandakumar Kalarikkal

(Director, IIUNN, Mahatma Gandhi University)

In order to enhance the research output of the teachers, the IQAC has arranged an orientation class for the teachers of science departments on 6 February 2018. The renowned resource person, Dr. Nandakumar Kalarikkal, Director, IIUNN, Mahatma Gandhi University, took the class on the topic “How to tap funds for research”. Dr. Nandakumar elaborately spoke about the different funding agencies which provide ample assistance to commendable and original research works. He had also spoken about the parameters of getting the eligibility for guideship. A detailed description about impact factor journals was also given by him.