COURSE REPORT

On

Five Days Professional Development Training Programme for Sr. Academic cum Administrative Executives

* Sponsored by National Project Implementation Unit (NPIU), MHRD, Government of India *

ORGANISED BY IIM SHILLONG

18th to 22nd June, 2018
IIM Shillong had organized a **Five Days Professional Development Training Programme for Sr. Academic cum Administrative Executives Sponsored by National Project Implementation Unit (NPIU), MHRD, Government of India** for 17 participants from all over India from 18th to 22nd June, 2018 at the premises of IIM Shillong.

Professional Development Trainings (PDTs) is one of the important activity envisaged in the project TEQIP-III wherein Indian Institutes of Management (IIMs) are expected to play crucial role in providing professional development training (PDTs) in management, governance and leadership aspects to Administrators and Implementers at Central (MHRD/NPIU), States (SPIUs)/ATUs and Institutional level, with an aim to enhance interest, knowledge and skills in management and leadership areas resulting in quality enhanced knowledge and skills in institutional management, and efficient achievement of institutional development goals.

The objective of the PDTs is to offer a pragmatic approach to the issues surrounding strategic planning in higher education, including an open recognition of some of the idiosyncrasies of the higher education. The PDTs will yield strategic thinking from groups and move TEQIP Institutions in an innovative direction.

The programme was inaugurated in the presence of Prof. Keya Sengupta, Director, IIM Shillong in presence of Faculty members of the Institute and the participants. The Welcome Speech and the Introductory layout of the program was given by the Course Coordinator of the programme, Prof. Tapas. K. Giri.

The topics covered the following areas and all the resource person for the training programme were all from IIM Shillong.

> Setting the Agenda: TEQIP-III PDT Programme
> Vision/Mission and goal setting of technical Institutions
> Strategic Leadership in Academic Institution
> Connecting Self, Understanding the Other for Effective Communication
> Governance and Culture
> Process Improvements through Projects – Part I
> Process Improvements through Projects – Part II
> Motivation for Institutional Commitment
> Handling Stress in Professional Life
> Team Building for Better Performance
> Improving Learning Skills of Students
> Use of ICT for Course Delivery
> ERP Module for e-Governance
> Financial Aspects of Institutional Projects: Budgeting, Costing, and Investment Decision Part I
> Financial Aspects of Institutional Projects: Budgeting, Costing, and Investment Decision Part II
> Work Place Facilities and Management for Effectiveness
> Learnings beyond Classroom
> Procurement Management
> Pedagogy (teaching methodology): Best Practices
> Research, Consultancy and Sponsorship Mobilization
> Time Management – Essential in Academic Institutions

At the end of the whole sessions, a feedback were taken from each participants. The average scores given by all the participants are 4.49 out of 5.

The programme came to an end with the valedictory function held on 22nd June, 2018 at 5.0 PM in the presence of Prof. Keya Sengupta, Director, IIM Shillong. The welcome address and course summarization were made by Prof. Tapas K. Giri and the vote of thanks were given by the CAO-IIM Shillong, Lt. Col.(Retd) Shri P P Kulkarni.

Enclosed: Registration Form, Group Photo, Overall Feedback Form, Class Scheduled, List of Participants.

Prof. T K Giri