



# FACULTY DEVELOPMENT PROGRAM 2024-25



INTERNAL QUALITY ASSURANCE CELL  
S. M. PATEL COLLEGE OF HOME SCIENCE, VALLABH VIDYANAGAR

The IQAC of S M Patel College of Home Science proposed to organize a Faculty Development Programme in collaboration with Aspire Square Private Limited from 17th to 21st March 2025 from 2.30 pm to 4.30 pm in the college.

The Proposal for the Faculty Development Programme

## **“Enhancing Professional Skills and Capabilities of Teaching**

### **Fraternity.” Programme Details**

- **Organizers:** IQAC, S M Patel College of Home Science in collaboration with Aspire Square Private Limited.
- **Dates:** 3rd March to 7th March
- **Timings:** 2:30 PM to 4:30 PM
- **Venue:** College Auditorium, S M Patel College of Home Science
- **Participants:** Faculty members from all CVM colleges

### **Programme Objectives:**

This FDP aims to equip faculty members with essential professional skills to enhance their teaching effectiveness, personal growth, and workplace interactions. The programme will include interactive sessions covering practical strategies, case studies, and group discussions to foster skill enhancement.

### **Topics to be Covered**

The following topics will be covered during the FDP:

1. Personality Development
2. Workplace Etiquettes
3. Time Management
4. Stress Management
5. Decision-Making & Problem-Solving Skills in Higher Education
6. Adaptability & Change Management: Thriving in a Dynamic Environment
7. Developing a Positive Attitude for Personal & Professional Success
8. Handling Criticism & Difficult Conversations with Students & Colleagues
9. Body Language in a Professional Setting
10. Public Speaking

## Schedule of the Programme

Date	Topics Covered
17th March	Inaugural   Personality Development   Workplace Etiquettes
18th March	Time Management   Stress Management   Public Speaking
19th March	Decision-Making & Problem-Solving Skills in Higher Education Adaptability & Change Management
20th March	Developing a Positive Attitude   Handling Criticism & Difficult Conversations
21st March	Body Language in a Professional Setting   Valedictory Function

## Report on the Five-Day Faculty Development Programme

**Theme:** *Enhancing Professional Skills and Capabilities of Teaching Fraternity*

**Date:** 17th – 21st March 2025

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### Introduction

A comprehensive five-day **Faculty Development Programme (FDP)** was organized from **17th to 21st March 2025**, centered around the theme “*Enhancing Professional Skills and Capabilities of Teaching Fraternity*.” The initiative aimed to empower faculty members with essential professional competencies to elevate their teaching effectiveness, interpersonal communication, and personal growth within academic environments.

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### Objectives of the Programme

The primary goals of the FDP were to:

- Develop a deeper understanding of self and professional identity among faculty.
  - Enhance interpersonal and communication skills.
  - Introduce effective strategies for classroom engagement and workplace collaboration.
  - Foster adaptability and decision-making abilities in an evolving academic landscape.
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## Summary of Sessions

The FDP was structured around diverse and impactful sessions facilitated by experienced resource persons. Each session was interactive, thought-provoking, and tailored to address the practical needs of educators.

### Personality Development and Emotional Intelligence

The opening session focused on **Personality Development**, emphasizing the critical attributes of a well-rounded professional personality. Topics such as behavior grooming, self-awareness, and first impressions were explored. An engaging **self-introduction activity** allowed participants to reflect on their personal strengths and communication styles.

A segment on **Emotional Intelligence and Self-Management** followed, underlining the importance of empathy, self-regulation, and emotional balance in both personal and professional spheres.

### Workplace Etiquettes

This session addressed **professional behavior and workplace decorum**, including punctuality, respectful communication, collaboration, and dress code. Participants responded enthusiastically to the real-life scenarios presented, fostering an interactive and reflective atmosphere.

A detailed session on **Public Speaking** offered practical guidance on structuring speeches, engaging audiences, and overcoming stage fear. Participants discussed various speaking techniques, the use of visual aids, voice modulation, and the significance of knowing one's audience to deliver impactful messages.

### Time Management, Adaptability, and Decision-Making

The final day encompassed three vital areas:

- **Time Management:** Introduced tools and frameworks to plan tasks, prioritize responsibilities, and eliminate time-wasters. Challenges unique to academia were addressed, along with strategies to maintain work-life balance.
- **Adaptability and Change Management:** Explored the necessity of being open to change in higher education. Participants analyzed barriers to adaptability and were introduced to frameworks for managing transitions effectively.
- **Decision-Making and Problem-Solving:** This closing session drew a clear distinction between the two processes and emphasized their application in academic decision-making. Case studies and group activities were used to reinforce strategic thinking and analytical skills.

## **Understanding Body Language**

This session explored the nuances of **non-verbal communication**, highlighting the role of **facial expressions, gestures, posture, eye contact**, and tone in effective classroom engagement and professional interactions. Faculty members learned how to align body language with verbal messaging to convey clarity and confidence.

## **Participant Engagement and Feedback**

The program witnessed active participation from faculty members across departments. The use of real-world examples, collaborative activities, and open discussions contributed to a highly engaging and enriching learning environment. The sessions received positive feedback, with participants appreciating the relevance, structure, and practicality of the content delivered.

## **Conclusion**

The five-day Faculty Development Programme was a resounding success. It provided faculty members with insightful perspectives and actionable strategies to enhance their professional practices. By addressing both personal and pedagogical development, the programme has contributed significantly to fostering a culture of continuous learning and improvement in academia.

On behalf of the institution, the Internal Quality Assurance Cell (IQAC) extends its heartfelt gratitude to the management and the principal for their unwavering support and encouragement in successfully organizing this Faculty Development Programme. Their constant guidance played a pivotal role in ensuring the smooth execution and overall success of the event.

The IQAC also sincerely thanks all 54 participants from various colleges whose enthusiastic participation and active engagement contributed immensely to making the programme a grand success.

The event stood as a testament to the institution's commitment to faculty empowerment and academic excellence.













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