

Vivekananda Global University, Jaipur

HRDC Report 2017-18

The Human Resource Development Centre (HRDC) aims to equip faculty and staff with necessary skills to meet the continuously changing challenges of work life and inculcate a feeling of belongingness amongst them. The HRDC also cater to the needs of the faculty, and staff including non-academic staff to enhance their knowledge/skills through systematic events and methodologies.

During the academic session 2016-17, it was noticed that fewer number of faculty members and non-teaching staff participated in the programmes organized by the HRDC. Therefore, in this academic session, focus was to enhance the participation of faculty and staff members in the events organized by other Higher Education Institutions and for In-House training programs, FDPs etc.

The activities planned for the session 2017-18 includes the following:

S. No.	Program	Target Participants	Tentative Date
1.	Faculty Training Program on Personal and Legal development in 21st Century by Department of Law	Teaching Faculty Members	August, 2017
2.	FDP on "Academic Leadership"	Teaching Faculty Members	April, 2018
3.	FDP on "Pedagogic & Personal Effectiveness Workshop"	Teaching Faculty Members	April, 2018
4.	Session on Career Development Skills	Teaching Faculty Members	May, 2018
5.	FDP on "Research Methodology & Pedagogy Of Writing A Research Paper"	Teaching Faculty Members	May, 2018
6.	Faculty Induction Program	New Faculty Members	Nov.,2017
7.	Emotional Intelligence for Administrative Staff	Non-Teaching Staff	Oct.,2017
8.	Laboratory Equipment Care and Maintenance	Non-Teaching Staff	March,2018
9.	Workplace Management for Non-Teaching Staff	Non-Teaching Staff	March,2018
10.	MS EXCEL Knowledge Sharing Session	Non-Teaching Staff	April,2018

50% of the registration charges were re-imbursed to the faculty members for attending conference/seminar/FDP etc. organized by other institutions.

For Vivekananda Global University, Jaipur

Registrar

During the academic year 2017-18, 11 faculty members participated in the conference organized by other institute and they were reimbursed as per the policy of the University.

The HRDC organized following training programs for teaching and non-teaching staff during the Academic Year 2017-18:

S. No.	Program	No. of Participants	Date
1.	Faculty Training Program on Personal and Legal development in 21st Century by Department of Law	27	21-08- 2017
2.	FDP on "Academic Leadership"	35	02-04-2018
3.	FDP on "Pedagogic & Personal Effectiveness Workshop"	55	23-04-2018
4.	Session on Career Development Skills	38	02-05-2018
5.	FDP on "Research Methodology & Pedagogy Of Writing A Research Paper"	56	24-05-2018
6.	Emotional Intelligence for Administrative Staff	21	09-10-2017
7.	Laboratory Equipment Care and Maintenance	22	01-03-2018 to 02-03-2018
8.	Workplace Management for Non-Teaching Staff	35	22-03-2018
9.	MS EXCEL Knowledge Sharing Session	21	16-04-2018

HRDC conducted following in-house FDPs and allowed faculty members to attend Out-House FDPs/Conference/seminar/orientation/Induction Programme, Refresher Course/short-term courses etc during the Academic Year 2016-17:

S. No.	Program	No. of Participants
1.	International Conference on Power, Control, Signals and Instrumentation Engineering organised by Saveetha Engineering College, Thandalam, Chennai, Tamil Nadu	1
2.	National Conference of India Society of Gandhian Studies, New Delhi	1
3.	Innovative Trends & Techniques in Civil Engineering Construction organized by MNIT, Jaipur	1
4.	Faculty Induction Program for new faculty members, VGU	18



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The HRDC proposes to conduct 25 professional development programmes for teaching and non-teaching in the coming Academic year 2017-18. Orientation/Induction Programme for newly recruited faculty members and will encourage faculty to attend Out-House FDPs/Conference/Seminar/Orientation/Induction Programme/Refresher Course/Short-term courses etc for their holistic development.


(Dy. Registrar)
HRDC

For Vidyakanta University, Jaipur

