

## **Staff Advancement Report 2019-20**

On 23rd November, a session on Health and fitness was organised by Staff Advancement Committee for all the faculties. This session was conducted by Ms. Sharmila Riberio, wherein she guided us all on a healthy diet. Another session on Sexual Harassment at Workplace was conducted by Ms Marissa Borges on 23rd January, 2020. She made us aware of staff rights at workplace. There was a 5 Day FDP organised by the Staff Advancement Committee from 21st May, 2020 to 26th May, 2020. Research paper presentations were conducted on 27 – 28 May, 2020 respectively. Many faculties took initiative in presenting their papers.

On 21 May 2020, Dr. Mandar Bhanushe, Head of Mathematics, University of Mumbai, has trained all the faculties on google classroom. Google classroom is a free online service developed by google that lets teachers and students easily share files with each other. Teachers can post assignments for students to complete and then grade them all without having to print anything. It also serves as a way of communicating. Teachers can post announcements and upcoming assignments as well as email both students and their parents.

On 22 May 2020, there was a session on mentoring conducted by Dr. Gayathri Balasubramaniam. She mentioned on how mentoring helps in reducing stress amongst students and helps students in boosting their confidence. Later on, on the same day there was a guest lecture by Dr. Wilona Braganza on the topic of “Reducing student’s anxiety” She mentioned that anxiety is a common issue with students and guided on how faculties can reduce anxiety among students. She explained few cases beautifully by giving several examples and made the concepts clear. She mentioned that there are many types of anxiety disorders, which affect students. Teachers should be on the front line when it comes to helping students mitigate their fears and stress, and with the right tools and strategies, teachers can get anxious students back on track.

Due to Transformation in Teaching and Learning Process during Co-vid, there was a session on Edfly learning software conducted by Mr. Chintan Sanglani on 23rd May 2020. Faculties were trained on how to use Edfly platform to conduct their lectures and how content can be uploaded. Edfly Learn aims to fulfil the respective needs of all the members in an educational ecosystem. This is a robust software to lead in the aspects of formal documentation, performance tracking and strengthening the process of e-learning. Few queries were also solved during the session. On 26th May, another interesting session on 21st Century Skill Sets in Education & Career was conducted by Dr. Ela Dedhia. She stressed on Paradigm shift in Teaching and Learning Process and focussed on Online Teaching along with its Pro’s & Cons of Online Teaching by providing us with few examples. Later on, another session was conducted by Prof. Abhishek Sood and he trained faculties on how our Lectures can be put on Live on YouTube parallel while conducting Lectures. He explained the features of YouTube and mentioned that faculties need to purchase XP-Pen Tablet to live-stream their lectures on YouTube. He also cleared doubts and queries of all faculties at the end of the session.

Finally, our FDP ended with Research Paper Presentations by Staff. On 27 - 28 May 2020, there was research paper presentations by few faculties who presented on various topics from the field of Literature, Marketing, Retail Finance.