



SHETH LALJI DAYAL AMALGAMATED TRUST'S  
**LILAVATI LALJI DAYAL NIGHT COLLEGE OF COMMERCE**

375/77, Sardar Vallabhbhai Patel Road, Mumbai – 400 004. Tel.: 022 – 2382 7615/ 3507 7382

E-mail: lldhs2000@gmail.com/ info@lldhs.in

Website: www.lldhscoc.in

Govt. Order No.: NGC 2018 / (100 / 18) MHSI-4

Univ Affiliation No.: AFF / ICD / 2018-19/ 731

Ref. No. \_\_\_\_\_

Date: \_\_\_\_\_

# Criteria 6.3.3

## Faculty Empowerment



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Ref. No. \_\_\_\_\_

Date: \_\_\_\_\_

**Date:** 1<sup>st</sup> August 2021 to 5<sup>th</sup> September 2021

**Topic:** Six days Faculty Development Programme (FDP) on Mastering  
Administrative Skills for Non-Teaching Staff

IQAC of Lilavati Lalji Dayal Night College of Commerce

AND

Jai Bharat College of Commerce (Night)  
Mulund Colony, Mulund (W) – Mumbai

Jointly Organises Management Development Programme  
on

Mastering Administrative Skills  
For Non-Teaching Staff

Duration – 6 Days workshop (August 2021 to September 2021)

**PROGRAM SCHEDULE**

Day	Date and Time	Topic	Resource Person
1	11:00am to 2:00pm 01-08-2021 Sunday	Professional Email and Report Writing	Ms. Jayalekshmi Nair
2	11:00am to 2:00pm 08-08-2021 Sunday	Mastering Office Software: Word, Excel, PowerPoint	Mrs. Neelam Kamble
3	11:00 am to 2:00 pm 15-08-2021 Sunday	Introduction to College Management Information Systems (MIS)	Ms. Priyanka Panchal
4	11:00 am to 2:00 pm 22-08-2021 Sunday	Using Digital Tools for Efficient Administrative Operations	Mr. Ganesh Poojary
5	11:00 am to 2:00 pm 29-08-2021 Sunday	Best Practices for Accurate Record Keeping	MRS. Snehal Salunkhe
6	11:00 am to 2:00 pm 05-09-2021 Sunday	Ensuring Adherence to Academic and Administrative Regulations	Mrs. Vipula Patil

- MDP is for Non-teaching Staff.
- Active attendance is compulsory.
- E-certificate will be provided to active participant.
- FDP is free of cost.



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Ref. No. \_\_\_\_\_

Date: \_\_\_\_\_

**Date:** 5<sup>th</sup> December 2021 to 09<sup>th</sup> January 2022

**Topic:** Six days Faculty Development Programme on **Importance of National Educational Policy: exploring the implications and implementation of the 2020 National Education Policy** For Teaching & Non-Teaching Staff

**IQAC of Lilavati Lalji Dayal Night College of Commerce**  
**AND**  
**Uttar Bhartiya Sangh's**  
**Mahendra Pratap Sharada Prasad College**  
**Bandra (E) – Mumbai**

**Jointly Organises Management Development Programme**  
**on**  
**Importance of National Education Policy -2020**

Duration – 6 Days workshop (December 2021 to January 2022)

**PROGRAM SCHEDULE**

Day	Date and Time	Topic	Resource Person
1	11:00am to 2:00pm 05-12-2021 Sunday	National Education Policy (NEP 2020)-at a glance-	Dr. Nitin Agarwal
2	11:00am to 2:00pm 12-12-2021 Sunday	Academic Bank of Credits and its significance in NEP-20	Ms. Rashmi Singh
3	11:00 am to 2:00 pm 19-12-2021 Sunday	Skill development in view of NEP-20	Mrs. Jennifer D'Cruz
4	11:00 am to 2:00 pm 26-12-2021 Sunday	Indian knowledge system in view of NEP-20	Mr. Jayprakash Maurya
5	11:00 am to 2:00 pm 02-01-2022 Sunday	OBE- Outcome Based in view of NEP-20	Mr. Rehan Dilshad
6	11:00 am to 2:00 pm 09-01-2022 Sunday	Distance Education/Online Education in view of NEP-20	Ms. Namrata Bhalerao

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Date: \_\_\_\_\_

**Date:** 4<sup>th</sup> December 2022 to 8<sup>th</sup> January 2023

**Topic:** Six days faculty development programme on Enhancing Operational Efficiency for Non-Teaching Staff

IQAC of Lilavati Lalji Dayal Night College of Commerce

AND

Anjuman-I-Islam's Institute of Hotel management  
**Management Development Programme**  
on

**Enhancing Operational Efficiency**  
**For Non-Teaching Staff**

Duration – 6 Days workshop (December 2022 to January 2023)

## PROGRAM SCHEDULE

Day	Date and Time	Topic	Resource Person
1	11:00am to 2:00pm 04-12-2022 Sunday	Process Improvement and Streamlining	Mr. Mulani Javed
2	11:00am to 2:00pm 11-12-2022 Sunday	Effective Resource Management	Mrs. Aastha Belekar
3	11:00 am to 2:00 pm 18-12-2022 Sunday	Workflow Automation and Digital Tools	Mr. Dipak Mahapadi
4	11:00 am to 2:00 pm 25-12-2022 Sunday	Inventory and Asset Management	Mr. Shaikh Javed
5	11:00 am to 2:00 pm 01-01-2023 Sunday	Crisis Management and Emergency Preparedness	Mr. Kotekar Shivdatta
6	11:00 am to 2:00 pm 08-01-2023 Sunday	Cross-Departmental Collaboration	Mr. Abdul Sattar A. Razzak

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Date: \_\_\_\_\_

**Date:** 7<sup>th</sup> August 2022 to 11<sup>th</sup> September 2023

**Topic:** Six days faculty development programme on Innovative Teaching

**Excellence: A Faculty Development Program for Educators for Teaching Staff**

IQAC of Lilavati Lalji Dayal Night College of Commerce



AND

The Byramjee Jeejeebhoy College of Commerce

on

**Innovative Teaching Excellence: A Faculty Development  
Program for Educators"  
For Teaching Staff**

Duration – 6 Days workshop (August 2022 to September 2022)

## PROGRAM SCHEDULE

Day	Date and Time	Topic	Resource Person
1	11:00am to 2:00pm 07-08-2022 Sunday	Integrating Technology in the Classroom	Prof. Nilesh Ghonasgi
2	11:00am to 2:00pm 14-08-2022 Sunday	Student Engagement and Motivation Strategies	Prof. Amita Kulkarni
3	11:00 am to 2:00 pm 21-08-2022 Sunday	Assessment and Feedback Best Practices	Prof. Parizad Bhesania
4	11:00 am to 2:00 pm 28-08-2022 Sunday	Curriculum Design and Development	Prof. Jay Mamtara
5	11:00 am to 2:00 pm 04-09-2022 Sunday	Inclusive Teaching Practices	Prof. Parinaz Masalawala
6	11:00 am to 2:00 pm 11-08-2022 Sunday	Professional Growth and Reflective Teaching	Prof. Vaishali Nadkarni

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