

HENRY BAKER COLLEGE, MELUKAVU

FACULTY DEVELOPMENT CENTER

ANNUAL REPORT- 2023-2024

16/04/2024

Workshop on: MGU-UGP (Honours); Institutional Implementation

Objective: To provide faculty members with a comprehensive understanding of the major regulations and foundational components of the Mahatma Gandhi University Undergraduate Programme (Honours) 2024.

A workshop on "Institutional Implementation of MGU UGP (Honours)" was held on 16th April 2024. The programme commenced at 10:00 AM with a warm welcome by Dr. Nisha Joseph, Coordinator of the Faculty Development Cell (FDC). The session was presided over by Dr. Gireesh Kumar GS, the Principal of the college. Dr. Anitta Shaji, Assistant Professor at St. George College, Aruvithura, served as the resource person for the workshop. She initiated the morning session by discussing the major regulations of Mahatma Gandhi University (MGU) concerning the new changes in the Undergraduate Programme (UGP). Ma'am also provided an in-depth overview of the program's structure and foundation components, the discipline-specific pathways, the advisory system, and the various committees involved in the programme's implementation.

In the afternoon session of the workshop Dr. Anitta provided an in-depth overview of Outcome-Based Education (OBE) principles. She highlighted the significance of aligning teaching methods with Bloom's Taxonomy to foster a structured learning environment. Participants were guided on crafting assessments and objectives that enhance students' critical thinking and comprehension. The session emphasized integrating these methodologies to improve curriculum effectiveness and meet MGU-UGP standards. During the session, Dr. Anitta Shaji explored the Academic Bank of Credits (ABC) option mechanism, explaining how it enables students to personalize their academic pathways with greater flexibility. She explained the academic levels, highlighting how students can progress through different stages of their education. She also discussed teacher-specific content, emphasizing the importance of tailored

instruction to meet the diverse needs of students. The session concluded with a thorough exploration of the internal and external evaluations, ensuring that participants understood the comprehensive assessment mechanisms embedded within the MGU UGP (Honours) framework.

The workshop was highly interactive, with teachers engaging actively throughout the sessions. The discussions provided valuable insights into the practical implementation of the program, addressing various concerns and queries raised by the participants. The programme concluded with a vote of thanks proposed by Mr. Justin Jose, the Staff Secretary, who expressed gratitude to Dr. Anitta Shaji for her enlightening presentations and to all participants for their enthusiastic involvement. The workshop successfully equipped the faculty with the knowledge and tools needed to effectively implement the MGU UGP (Honours) in their respective disciplines.

Outcome: Faculty members gained a thorough understanding of the MGU UGP (Honours) regulations and structure, equipping them with the knowledge to effectively implement the program within their respective departments. Participants were introduced to practical strategies for establishing discipline-specific pathways, advisory systems, and committees, facilitating a smooth and coherent integration of the program at the institutional level. Faculty members were able to grasp the intricacies of the ABC option mechanism and evaluation processes, enabling them to offer flexible academic pathways and comprehensive assessments tailored to individual student needs.



HENRY BAKER COLLEGE

MELUKAVU, KOTTAYAM

Founded 1981

Accredited by NAAC With 'A' Grade An ISO 9001 : 2015 Certified Institution

A Christian Minority Educational Institution run by C.S.J East Kerala Diocese
Affiliated to Mahatma Gandhi University, Kottayam

MGU UGP (Honours) WORKSHOP

INSTITUTIONAL IMPLEMENTATION



Dr. Anitta Shaji

Assistant Professor
St. George College, Aruvithura



**TUESDAY
16 APRIL
10.00 AM**

Brochure



Presidential Address by Prof. (Dr.) Gireeshkumar G. S. Principal



Session by Resource person Dr. Anitta Shaji



Welcome by FDP Coordinator Dr. Nisha Joseph



Teachers attending the workshop



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MGU - UGP (Honours) Workshop
 Institutional Implementation

Date: 16/4/2024

Resource Person: Dr. Aritha-shaji

Sl. No	Name		Signature
1	Dr. Soniya Paul		
2	Dr. Umazani. R	Asst. Professor in Malayalam	<i>[Signature]</i>
3	Shinu Thomas P	Asst Professor in Hindi	<i>[Signature]</i>
4	Dr. Jibin Mathew	Dept of Commerce	<i>[Signature]</i>
5	Korah Jacob	Dept. of History	<i>[Signature]</i>
6	Tithin Thomas Abraham	ECONOMICS	<i>[Signature]</i>
7	Dr. Anus Andrews	Dept. of Physical Education	<i>[Signature]</i>
8	Elizabeth Joseph	Dept. of English	<i>[Signature]</i>
9	Tithamol Kurvachan	Dept of English	<i>[Signature]</i>
10	Manuja Benny	Dept. of Commerce (Self Financing)	<i>[Signature]</i>
11	Agnes Maria Yesudas	Dept. of Commerce (Self Financing)	<i>[Signature]</i>
12	Dona Sebastian	Dept. of Commerce (Self Financing)	<i>[Signature]</i>
13	Ashly Meseena Mathew	Dept of English	<i>[Signature]</i>
14	Dr. Sanki Jose	Dept. of Commerce	<i>[Signature]</i>
15	Justin Jose	Dept of Commerce	<i>[Signature]</i>
16	Dr. Nisha Joseph	PO & Research Dept. of History	<i>[Signature]</i>
17	Mithy. K.M	"	<i>[Signature]</i>
18	Dr. Beena Paul	Ph & Research Dept. of History	<i>[Signature]</i>
19	Dr. Jale. V.J.	Asso. Prof. in Chemistry	<i>[Signature]</i>
20	Dr. Jincy Devasia	Asst. Prof. in Physics	<i>[Signature]</i>
21	Dr. Suela Susan Mathew	Asst. Prof in Physics	<i>[Signature]</i>
22	Paul Mathew	Asst. Prof of English	<i>[Signature]</i>
23	Isson George	Librarian	<i>[Signature]</i>
24	Sibir Samuel	Dept of English	<i>[Signature]</i>



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20/01/2024

REPORT ON ONE-DAY WORKSHOP ON BIBLIOMETRIC ANALYSIS & SCHOLARLY PUBLISHING

Objectives

Familiarize participants with the concept of bibliometrics and its significance in research. Guide participants on installing and using VOS viewer and Biblioshiny for bibliometric analysis. Demonstrate how to perform bibliometric analysis effectively. Provide appropriate guidelines for research publication. Show how bibliometric analysis can strengthen academic careers through research.

A one-day workshop on Bibliometric Analysis & Scholarly Publishing was held on January 20, 2024, in association with the IQAC and the Faculty Development Cell. The workshop was conducted by Mr. Jobin Jose, Librarian of Maarian College, Kuttikkanam. Dr. Nisaha Joseph delivered the welcome speech, followed by an address by Dr. Gireesh Kumar G S, Principal, who presided over the workshop. The event concluded with a vote of thanks by Mr. Justin Jose, Staff Secretary.

The workshop focused on bibliometrics, a quantitative analysis of academic literature, which is crucial for assessing research trends, emerging fields of study, and the interconnectedness of modern scientific research. Bibliometric analysis helps in exploring unexplored research areas, enhancing the performance of institutions and researchers, framing research policies, and identifying sources of research funding.

Understanding Bibliometrics and its Significance

The workshop commenced with a comprehensive introduction to bibliometrics, emphasizing its role as a quantitative analysis method applied to academic literature. Bibliometrics was presented as an essential tool for evaluating research trends and identifying emerging fields of study, enabling researchers to map the interconnectedness of modern scientific research. Through the analysis of citation patterns, publication counts, and other

metrics, bibliometrics helps highlight underexplored areas, guiding researchers towards potential new avenues for investigation. The session also covered the various types of bibliometric indicators, including impact factors, h-index, and citation analysis, explaining their relevance in assessing the influence and reach of scientific work. By providing a framework for measuring the impact of research, bibliometrics aids institutions in evaluating the performance of their researchers, helping to ensure that academic contributions are recognized and valued appropriately.

Application of Bibliometrics in Research Policy and Strategic Planning

The second session delved into the practical applications of bibliometrics in shaping research policy and strategic planning. It was demonstrated how institutions and governments can leverage bibliometric data to make informed decisions about funding allocation and research priorities. By identifying high-impact research areas and trends, policymakers can prioritize funding to support innovative and impactful studies. Additionally, bibliometrics assists in the development of long-term strategic plans by highlighting key areas of growth and potential collaboration. The session highlighted real-world examples where bibliometric analysis had been instrumental in guiding institutional strategies and improving research outcomes. Participants learned about various tools and databases available for conducting bibliometric analysis, gaining hands-on experience in extracting and interpreting bibliometric data. Overall, the session underscored the importance of integrating bibliometric insights into research management and policy-making processes to foster a more efficient and impactful research ecosystem.

Outcome

The workshop successfully met its objectives, providing participants with a solid understanding of bibliometric analysis and its applications. The hands-on sessions were particularly beneficial, enabling participants to: Gain practical experience with VOS viewer and Biblioshiny. Understand how to interpret bibliometric data to identify research trends and gaps. Learn best practices for publishing research. Explore ways to leverage bibliometrics for career advancement.



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MAJALAKKUT, KUTTICKANAM

Approved by NAAC 'A' Grade
A Christa Minority Educational Institution run by C.U. East West Diocese
Affiliated to Mar Thoma Syrian University, Bangalore

*IQAC in association with
Faculty Development Centre*

One Day Workshop on

BIBLIOMETRIC ANALYSIS & SCHOLARLY PUBLISHING

20th
JANUARY
2024



RESOURCE PERSON

MR. JOBIN JOSE
LIBRARIAN, MARIAN COLLEGE
KUTTICKANAM (AUTONOMOUS)

ABOUT THE WORKSHOP

Bibliometrics is the quantitative analysis of academic literature. It is significant in assessing research trends, emerging fields of study, interconnectedness of modern scientific research etc.

- It helps researchers to identify areas that may be underexplored.
- It helps the institutions to evaluate the performance of their researchers.
- It helps the institutions and government to shape research policy, prioritize funding areas and long-term strategic plans.

OBJECTIVES OF THE WORKSHOP

- To introduce the concept of bibliometrics
- To make familiar with the applications of bibliometric tools - Bibliometry and VOS viewer
- To enable the participants how the analysis is performed
- To equip the participants with application guidelines in academic publishing
- To help the participants to strengthen their case through research collaborations

PROGRAMME SCHEDULE

09:30 a.m. - Inaugural Session

10:00 a.m. - Session 1

11:30 a.m. - Tea Break

01:00 p.m. - Lunch / Cantenary

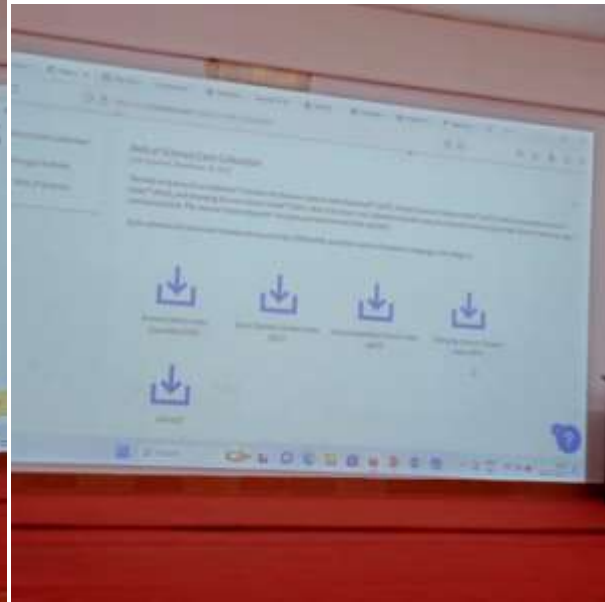
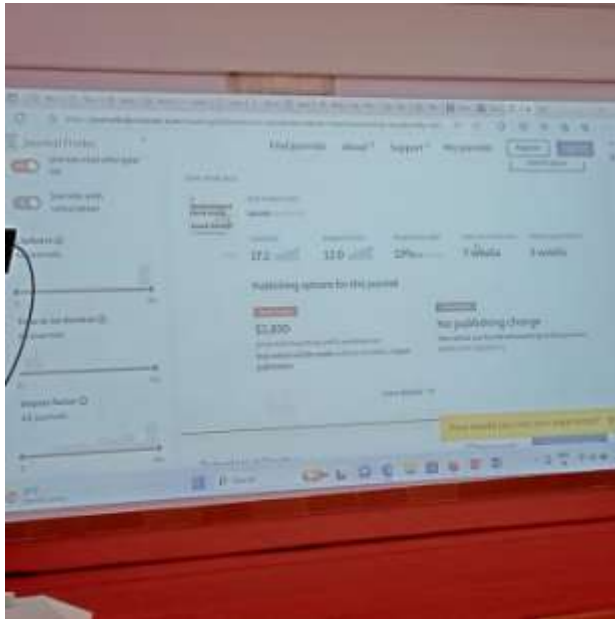
02:00 p.m. - Session 2

NOTE: Participants are requested to bring their laptop.

Brochure



Session by Mr. Jobin Jose



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Faculty Development Programme

56 Bibliometric Analysis

Time: 10.00am
20.01.2024

RP: Mr. Robin Jose

Sd. No.	Name	Department	Signature
1	Dr. Disha V.J	Chemistry	
2	Dr. Beena Paul	History	
3	Elizabeth Joseph	English	
4	Dr. Soumya Paul	Malayalam	
5	Shebamol MM	History	
6	Mithy K.M	History	
7	Dr. Sneha Susan Mathew	Physics	
8	Dr. Umairah P	Hindi	
9	Dr. Jiney Devasia	Physics	
10	Ruara P. John	Commerce	
11	Ashly Mercena Mathew	Commerce	
12	KORAH JACOB	Economics	
13	Shiraz Paros P	Commerce	
14	Isson George	Library	
15	Justus Jose	Commerce	
16	Dr. Jibin Mathew	History	
17	Bibio Samuel	English	
18	Nirheesh Gopi	Tourism	
19	Jinamon Devasia T	History	
20	Libina Babu	Commerce	
21	Suene Anna Vam	Commerce	
22	Jeena Joy	Commerce	
23	Soumya Varghese	Commerce	
24	Dr. Nisha Joseph	Commerce	
25	Athira V.S	History	
26	SUNITHA T I	Research Scholar	
27	Paul Mathew	Research Scholar	
28	Dr. Anurag Kumar A.S	Dept. of English Principal	



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19/07/2023

Workshop on: *Online Attendance Management System: Methods and Considerations*

Objective of the programme was to familiarize the specialties of OAM systems in ensuring accuracy, transparency, and ease of access to attendance records

On the 19th of July, 2023, the seminar hall witnessed an insightful workshop on the topic of "Online Attendance Management System: Methods and Considerations," organized by the college. The workshop aimed at familiarizing participants with modern methods and the unique features of online attendance management systems, which have become increasingly pertinent in the current era of digital transformation in educational institutions. The workshop began with an inaugural session presided over by Principal Dr. Gireesh Kumar G.S., who emphasized the importance of integrating technology into academic administration. He highlighted how an efficient attendance management system could not only streamline the process of recording student attendance but also enhance overall institutional productivity by reducing administrative burdens. Dr. Nisha Joseph, the coordinator of the College Online Attendance Management System in her welcome address, underscored the significance of the workshop in providing faculty and administrative staff with the necessary skills to adapt to and implement online attendance solutions.

The core of the workshop was the session conducted by Mr. Sirajudeen M.V., a Consultant Software Engineer from TCS and Meshi-Logic, Malappuram. With his extensive experience and expertise in software engineering, particularly in developing and implementing attendance management systems, Mr. Sirajudeen provided a thorough overview of the subject. Mr. Sirajudeen began his session by outlining the fundamental concepts of an online attendance management system. He explained how these systems work, starting from data collection to the storage and retrieval of attendance records. He emphasized the use of cloud-based solutions that allow for real-time updating and accessibility of data, making it easier for both students and faculty to monitor attendance records. He then delved into the various methods of recording attendance, including biometric systems, RFID cards, and mobile applications. Each method's

advantages and potential drawbacks were discussed, giving participants a comprehensive understanding of the options available. Mr. Sirajudeen highlighted the importance of selecting the right system based on the specific needs and resources of the institution. A significant portion of the session was dedicated to discussing the specialties of online attendance management systems. Mr. Sirajudeen demonstrated how these systems could be integrated with existing Learning Management Systems (LMS) and Enterprise Resource Planning (ERP) systems, ensuring seamless data flow and reducing redundancy. He showcased features like automated attendance marking, analytics for attendance trends, and notifications for absenteeism, which collectively contribute to a more efficient management process. Throughout the workshop, Mr. Sirajudeen engaged the participants with interactive discussions and live demonstrations. This hands-on approach helped attendees grasp the practical aspects of the system, making the session highly informative and engaging.

The workshop concluded with a vote of thanks proposed by Mr. Justin J Paul, Assistant Coordinator of OAMS. He expressed gratitude to Principal Dr. Gireesh Kumar G.S. for his support, Dr. Nisha Joseph for her coordination, and Mr. Sirajudeen M.V. for sharing his valuable insights. He also thanked all the participants for their active involvement and enthusiasm throughout the session.

Outcome: the workshop on the Online Attendance Management System was a resounding success, equipping the participants with the knowledge and skills needed to implement and manage advanced attendance systems in their respective classes. It underscored the crucial role of technology in enhancing educational administration and set the stage for further innovations in the field.



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RESOURCE PERSON
MR. SIRAJUDEEN MV

An online attendance management system is a digital solution designed to track and manage the attendance of students or employees efficiently. It automates the process of recording attendance

Workshop on
Online Attendance Management System:
Methods and Considerations

DR. GIREESH KUMAR G.S
PRINCIPAL

Date 19/07/2023
VENUE: SEMINAR HALL

COORDINATORS
DR. NISHA JOSEPH
MR. JUSTIN J PAUL

Brochure



GPS Map Camera

Melukavumattam, Kerala, India

QQP4+5QG, Melukavumattam, Kerala 686652, India

Lat 9.785959°

Long 76.756578°

19/07/23 11:19 AM GMT +05:30

Google



Session by Mr. Sirajudeen M.V.



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Date: 19/7/2023

Online Attendance System - Training

Management

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Resource Person:
Sirajudeen M.V.
TCS, Calicut

1.	Mithy. k.M	History Dept	rally
2.	Dr. Sneha Susan Mathew	Physics department	su
3.	Neelam George	Department of Physics	esthe
4.	Dr. Sude. V.J.	Chemistry	sh
5.	Dr. Umazari R	Hindi	Conall
6.	Lakshmi. S	History	Tahil
7.	Dr. Soumya Paul	Malayalam	Soumya
8.	Dr. Beena Paul	History	Be
9.	Elizabeth Joseph	English	Elizabeth
10.	Dona Sebastian	English	Dona
11.	Ashly Meena Mathew	Commerce.	Ashly
12.	Shafena Basheer	Commerce (self)	shafena
13.	Mariga Benny	Commerce (self)	Benny
14.	Tishamol Kuriachen	Commerce (self)	Tishamol
15.	Maria Susan Mathew	Commerce (Aided)	and Ashly
16.	Rosna. p. John	Commerce (Aided)	Rosna
17.	Dr. Santo Jose	Commerce (Aided)	Santo
18.	Korah Jacob	Economics	Korah
19.	Jithin Thomas Abraham	Physical Education	Jithin
20.	Justin J. Paul	Office	Justin
21.	Justin Jose	Commerce (Aided)	Justin
22.	Chim Thomas P	Commerce	Chim
23.	Bibin Samuel	English	Bibin
24.	Dr. Jaleel Mathew	History	Jaleel
25.	K. Jeevan Kumar	English	Jeevan
26.	Sirajudeen mv	RP	Sirajudeen
27.	Dr. Nisha Joseph	History	Nisha



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