

NEW HORIZON COLLEGE OF ENGINEERING

Office of Dean Academics

Minutes of Meeting – One-on-One meeting with faculty who received less than 4, based on the feedback from students

Date: 01-04-2024

Venue: DEAN ACADEMICS OFFICE

Subject: One-on-one discussion with faculty who received less than 4, based on the feedback from students

Attendees:

1. Dr. Anandhi RJ, Dean-Academics – Board Member
2. Following faculties who received feedback less than 4 were called individually for counselling:

- Dr.Revathi R P
- Dr. Priyabrata Adhikary
- Roja R
- Mehda B
- Prof. Rajesh A
- Dr.V.Agalya
- Neera Chaudhary
- Mr. Hanamant Yaragudri
- Dr Kumar B I D
- Divya Sharma
- HAMSALEKHA R
- Pratik Chatterjee
- Dr Sivaramkrishnan S
- Dr Rajlakshmi Ghatkamble
- Ms.Pramila Rani
- Dr. SONALI MAHURE
- Mr.Chandan Raj B R
- Shikha Rai A
- Sudhakaran Ponnuru
- Kalaivani D
- Krishnaveni A
- FLORANCE G
- Ishani Mishra
- VINAY R
- Kiran Kumar B
- Srinath M. K
- Arvind Kapse
- Bibiana Jeniffer
- R.Baby Chithra
- NIRMALA M
- Subhashree Rath
- Dr M Dhanalakshmi M
- Ms. Yogitha

Discussion Points:

1. Dean-Academics discussed the reasons and concerns about the feedback with the faculty
2. The faculty was asked to give steps and measures that can be taken from their part to improve the teaching efficiency. The faculty can give their inputs in the feedback template.
3. Dean-Academics provided recommendations/suggestions that can be implemented to bring improvement in their teaching methodologies.
4. A 4-week workshop for faculty excellence will be conducted in the months of June & July. Other faculty members who are interested can attend the workshop.

Anandhi

Dean-Academics

Sujeet

Dean - QASDC

Mayur

**Principal
Principal**

Professor and Dean - QAIE
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NEW HORIZON COLLEGE OF ENGINEERING

Workshop on Faculty Excellence - Phase I & Phase 2

RESOURCE PERSON



Dr L Ravi Kumar

Ms Manjula V

Dr. Sowmya Narayanan

Dr Sanjeev Sharma

Dr Revathy V

Dr Aravinda K

Dr M Jayanthi

Mr Pratik Kumar Kundu

Dr Sujitha S

Prof Smitha

Dr H S GuruPrasad

Dr Manjunatha

Dr R J Anandhi

Dr Anitha Rai

Dr. Vijilius Helena Raj

Dr. Anusuya Devi V S

Prof Asha Borah

Prof Sunitha

Dr Gurulakshmi AB

Prof Rakesh Chandrashekar

Venue: Falconry Seminar Hall

Date: 03.06.2024 to 15.06.2024

26.06.2024 to 10.07.2024

Time: 10.00 AM to 4.00PM

Note: E-Certificate will be provided to all participants

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Phase 1: Foundations of Effective Teaching

Week 1: Enhancing Teaching Clarity & Engagement

- Understanding Learner Needs
- Active Learning Strategies
- Visual & Verbal Communication
- Using Technology for Engagement
- Encouraging Critical Thinking

Week 2: Improving Content Delivery & Classroom Interaction

- Structuring Lectures Effectively
- Storytelling & Analogies in Teaching
- Handling Doubts & Questions
- Engaging Different Learning Styles
- Gamification & Case Studies

Phase 2: Advanced Teaching & Assessment Strategies

Week 3: Classroom Management, Faculty Professionalism & Guidance

- Managing Student Behaviour
- Establishing a positive learning environment.
- Ethics & Professionalism in Teaching
- Guiding Students Beyond Academics
- Collaborative Learning & Teamwork

Week 4: Assessments, Lesson Planning & Effective Communication

- Effective Lesson Planning
- Formative & Summative Assessments
- Alternative Assessment Techniques
- Providing Constructive Feedback
- Enhancing Communication Skills

Sanjeev

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WORKSHOP REPORT

Title	Workshop on Faculty Excellence - Phase 1 & Phase 2	
Department	Electronics and Communication Engineering	
Date	Phase 1: From: 03.06.2024	To: 15.06.2024
	Phase 2: From 26.06.2024	To: 10.07.2024
Time	From: 10:00 AM	To: 04:00 PM
Brief Description (4-5 Lines Max)	<p>Department of Electronics and Communication Engineering organized Workshop on Faculty Excellence held in 2 different phases on 3rd June 2024 – 15th June 2024 and 26th June 2024 to 10th July 2024 between 10:00 AM to 04:00 PM at Falconry Seminar Hall of New Horizon College of Engineering, Bengaluru. The workshop aimed to enhance teaching effectiveness and student engagement. It covers clarity in subject delivery, interactive content delivery, and classroom management strategies. Faculty will learn to maintain professionalism, mentor students, and create an inclusive learning environment. The Workshop also focuses on designing effective assessments, lesson planning, and aligning teaching with outcome-based education. Additionally, it strengthens faculty communication skills for better student interaction. Through this structured approach, faculty members will improve their teaching methodologies and academic support.</p>	

Sanjay

Maya

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Photos:

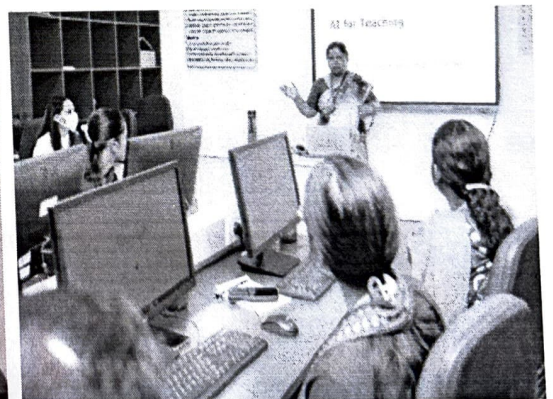
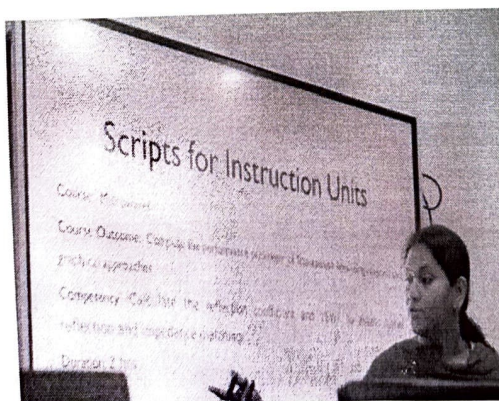
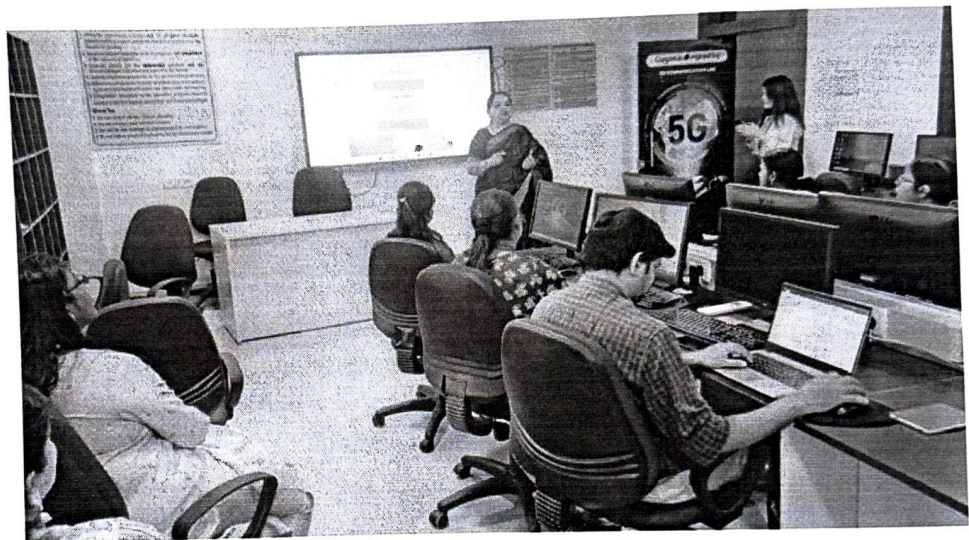


Sanjiv

May

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Maya

Week 1: Enhancing Teaching Clarity & Engagement

Session 1: Understanding Learner Needs

Description: Every student has a unique learning style, background, and pace of understanding. Recognizing these variations helps educators tailor their teaching methods to improve student engagement and comprehension.

Objective: Identify diverse student learning styles and challenges.

Outcome: Faculty will adapt teaching methods to improve student engagement.

Session 2 : Active Learning Strategies

Description: Traditional lecture-based teaching may not always be effective. Active learning methods such as group discussions, case studies, and problem-solving exercises enhance student involvement and retention.

Objective: Implement interactive teaching techniques to boost participation.

Outcome: Faculty will apply discussions, problem-solving, and group activities to make sessions more engaging.

Session 3: Visual & Verbal Communication

Description: Clear communication is key to effective teaching. Proper use of tone, pace, body language, and visual tools ensures that concepts are conveyed in a way that students can easily grasp.

Objective: Enhance clarity through effective speech and visual tools.

Outcome: Faculty will use body language, tone, and visual aids for better comprehension.

Session 4: Using Technology for Engagement

Description: Technology plays a vital role in modern education. Using tools like simulations, animations, and digital platforms can create an interactive and immersive learning experience.

Objective: Integrate digital tools to create an interactive learning experience.

Outcome: Faculty will use simulations, animations, and online platforms to enhance teaching effectiveness.

Session 5: Encouraging Critical Thinking

Description: Encouraging students to analyze, evaluate, and think beyond the textbook fosters creativity and independent learning. Using open-ended questions and real-world problem-solving can develop these skills.

Objective: Develop questioning techniques to promote analytical skills.

Outcome: Faculty will design thought-provoking discussions and problem-solving exercises to enhance critical thinking.

Week 2: Improving Content Delivery & Classroom Interaction

Session 6 : Structuring Lectures Effectively

Description: Well-structured lectures improve understanding and retention. Organizing content logically with clear objectives, transitions, and summaries helps students follow along.

Objective: Design lectures with a clear beginning, middle, and end.

Outcome: Faculty will structure their lectures to enhance clarity and student engagement.

Session 7 : Storytelling & Analogies in Teaching

Description: Stories and analogies make abstract concepts relatable and memorable. Using real-life examples helps students connect with the material.

Objective: Utilize storytelling techniques to simplify complex topics.

Outcome: Faculty will use relevant examples and analogies to enhance student understanding.

Session 8: **Handling Doubts & Questions**

Description: Encouraging students to ask questions fosters curiosity and deeper learning. Effective doubt-handling builds confidence and a positive classroom environment.

Objective: Develop strategies to address student doubts effectively.

Outcome: Faculty will create an open learning environment by addressing questions constructively.

Session 9: **Engaging Different Learning Styles**

Description: Students learn in different ways—visual, auditory, kinesthetic, and reading/writing. Using diverse teaching methods ensures inclusivity.

Objective: Adapt teaching strategies to cater to multiple learning styles.

Outcome: Faculty will employ varied instructional techniques to engage all learners.

Session 10: **Gamification & Case Studies**

Description: Integrating games and case studies makes learning interactive and practical. Gamification enhances motivation, while case studies encourage real-world problem-solving.

Objective: Implement game-based learning and case studies for better engagement.

Outcome: Faculty will use gamified learning and case-based discussions to improve student participation.

Week 3: Classroom Management, Faculty Professionalism & Guidance

Session 11 : **Managing Student Behaviour**

Description: Effective classroom management ensures discipline, minimizes disruptions, and fosters a positive learning environment. Techniques such as clear rules, consistent expectations, and proactive interventions help maintain order.

Objective: Develop strategies to manage student behavior effectively.

Outcome: Faculty will create a structured and engaging learning space.

Session 12 : **Establishing a Positive Learning Environment**

Description: A welcoming and inclusive classroom boosts student participation and motivation. Encouraging respect, inclusivity, and constructive feedback enhances learning experiences.

Objective: Implement methods to create a supportive classroom culture.

Outcome: Faculty will establish an encouraging and inclusive learning atmosphere.

Session 13: **Ethics & Professionalism in Teaching**

Description: Upholding ethical teaching practices, fairness in grading, and professional behavior builds trust and credibility among students.

Objective: Foster integrity, fairness, and professionalism in teaching.

Outcome: Faculty will demonstrate ethical teaching and professional conduct.

Session 14: **Guiding Students Beyond Academics**

Description: Faculty play a crucial role in mentoring students beyond textbooks—career guidance, life skills, and emotional support help in holistic development.

Objective: Support students in academic and personal growth.

Outcome: Faculty will guide students in making informed career and life decisions.

Session 15 **Collaborative Learning & Teamwork**

Description: Encouraging teamwork, peer learning, and group discussions fosters problem-solving skills and cooperation among students.

Objective: Implement strategies to enhance collaboration in learning.

Outcome: Faculty will facilitate cooperative learning techniques for better student engagement.

Week 4: Assessments, Lesson Planning & Effective Communication

Session 16 Effective Lesson Planning

Description: A well-structured lesson plan enhances teaching efficiency and ensures learning objectives are met. It includes defining objectives, selecting teaching methods, and planning student engagement activities.

Objective: Design structured lesson plans for improved classroom delivery.

Outcome: Faculty will create and implement well-organized lesson plans.

Session 17 Formative & Summative Assessments

Description: Assessments help measure student learning and progress. Formative assessments (quizzes, discussions) provide ongoing feedback, while summative assessments (exams, projects) evaluate overall understanding.

Objective: Differentiate and apply formative and summative assessments effectively.

Outcome: Faculty will integrate various assessments to track student progress.

Session 18 Alternative Assessment Techniques

Description: Beyond traditional tests, assessments like peer reviews, case studies, and project-based evaluations help gauge deeper learning.

Objective: Explore innovative assessment methods beyond exams.

Outcome: Faculty will implement diverse assessment strategies to enhance student learning.

Session 19 Providing Constructive Feedback

Description: Meaningful feedback guides students toward improvement. Constructive feedback is specific, actionable, and encourages learning.

Objective: Develop techniques for delivering effective feedback.

Outcome: Faculty will provide feedback that enhances student performance and motivation.

Session 20 Enhancing Communication Skills

Description: Clear, engaging, and empathetic communication fosters better student-teacher relationships and improves learning outcomes.

Objective: Strengthen verbal and non-verbal communication techniques.

Outcome: Faculty will enhance communication to create an interactive classroom environment.

Saijiv May

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Participant and Feedback details for Workshop on Faculty Excellence - Phase 1 & Phase 2

Date of the workshop : 03.06.2024 to 15.06.2024 , 26.06.2024 to 10.07.2024

Sl.No	Name of the Participant	Department Name	Topic Coverage in all sessions	Effectiveness in Delivering the Session	Clarity & Organization of Content	Preparedness of Experts	Effectiveness in Addressing Participant Queries	Adequacy of Time for Activities & Discussions	Overall Workshop Arrangements
1	Dr.Revathi R P	AS ME	4	4	4	5	4	4	4
2	Dr. Priyabrata Adhikary		5	5	5	5	5	5	5
3	Roja R	CSE	4	4	4	5	4	4	4
4	Mehda B	CE	4	4	4	4	5	4	4
5	Prof. Rajesh A	ME	5	5	5	5	5	5	5
6	Neera Chaudhary	CE	5	5	4	5	5	4	4
7	Dr.V.Agalya	EEE	4	4	4	5	4	4	4
8	Mr. Hanamant Yaragudri	ME	4	4	4	5	4	4	4
9	HAMSALEKHA R	ECE	4	4	5	5	4	5	5
10	Pratik Chatterjee	ECE	5	5	5	5	5	5	5
11	Dr Sivarankrishnan S	ISE	4	4	4	5	4	4	4

Sivarankrishnan S

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12	Dr Rajlakhmi Ghatkamble	ISE	4	4	4	4	5	4	4	4	4
13	Ms.Pramila Rani	CSE	5	5	5	5	5	5	5	5	5
14	Dr. SONALI MAHURE	CSE	4	4	4	4	5	4	4	4	4
15	Mr.Chandan Raj B R	CE	4	4	4	4	5	4	4	4	4
16	Shikha Rai A	ECE	4	4	4	4	5	4	4	4	4
17	Sudhakiran Ponnuru	ECE	5	5	5	5	5	5	5	5	5
18	Kalaivani D	ISE	5	5	5	5	5	5	5	5	5
19	Krishnaveni A	ISE	5	5	5	5	5	5	5	5	5
20	FLORANCE G	CSE	4	4	4	4	5	4	4	4	4
21	Ishani Mishra	ECE	4	4	4	4	5	4	4	4	4
22	VINAY R	ECE	5	5	5	5	5	5	5	5	5
23	Kiran Kumar B	ISE	5	5	5	5	5	5	5	5	5
24	Srinath M. K	ME	5	5	5	5	5	5	5	5	5
25	Arvind Kapse	ISE	5	5	5	5	5	5	5	5	5
26	Bibiana Jeniffer	ISE	5	5	5	5	5	5	5	5	5
27	R.Baby Chithra	ECE	5	5	5	5	5	5	5	5	5
28	NIRMALA M	CSE	5	5	5	5	5	5	5	5	5
29	Subhashree Rath	CSE	5	5	5	5	5	5	5	5	5
30	Dr M Dhanalakshmi M	CSE	5	5	5	5	5	5	5	5	5
31	Ms. Yogitha	CSE	5	5	5	5	5	5	5	5	5





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This is to certify that
Dr. Revathi R P
has participated in the Workshop on
"Faculty Excellence - Phase 1 & Phase 2"
organised by the Department of Electronics and Communication
Engineering


DR. SANJEEV SHARMA
Dean-QA/IE


DR. MANJUNATHA
Principal



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New Horizon College of Engineering

OFFICE OF DEAN ACADEMICS

Meeting-Discussion based on feedback from students

Staff Name:

Staff ID:

Department:

AY 2023-2024

Explanation from faculty:

Discussion / Recommendation:

Sign of Faculty with date

Dean - QASDC

Dean-Academics