



RAJAGIRI VISWAJYOTHI
COLLEGE OF ARTS AND APPLIED SCIENCES
VENGOOR , PERUMBAVOOR KERALA- 683546

An ISO 9001 : 2015 Certified Institution

Affiliated to Mahatma Gandhi University, Kottayam | Approved by AICTE



CRITERION 1 - CURRICULAR ASPECTS

1.1 Curricular Planning and Implementation

2019-2024

Submitted to



Faculty Development Programme (Sample)

Rajagiri Viswajyothi College of Arts and Applied Sciences

Faculty Development Programme Report (Sample)

FDP Report 2022-23	
Institution	Rajagiri Viswajyothi College of Arts and Applied Sciences
Nature of the Programme	Faculty Development Programme
Objective of the Programme	<ul style="list-style-type: none"> • To improve the teaching abilities of faculty members through exposure to new teaching methodologies. • To equip faculty with innovative strategies to enhance student engagement and learning outcomes. • To support the personal growth of faculty members.
Number of Beneficiaries	All Faculty Members of RVCAS
Date	16 th May 2022 to 27 th May 2022
Venue	RVCAS Campus, Munnar
Organizing Cell	IQAC
Programme Coordinator	Mr. Solymon V.L
Programme Outcome	<ul style="list-style-type: none"> • Faculty members will adopt new and innovative teaching methodologies that enhance student engagement and learning outcomes. • Faculty members will contribute more effectively to curriculum planning and development.

The FDP 2022-23 of RVCAS was conducted from **16th May 2022 to 27th May 2022**. The locations of the FDP programme included the **RVCAS Campus at Vengoor , Perumbavoor and Munnar**. The programme had a very systematically pre-planned schedule prepared by IQAC in consultation with Staff Council headed by Assistant



Director Rev. Fr. Dipin Karingen CMI, Principal Dr. Joy P Joseph and HOD's of different departments.

The FDP included all faculty members of RVCAS. It successfully facilitated **brainstorming and motivational sessions that aided in planning for the next academic year. The programme featured self-introductions, ice-breaking activities, external orientations, cultural events, a faculty day out, and dinners.** Each day began with a prayer song and ended with presentations and evaluations. Meals were provided daily. Adjustments were made to the schedule on 24th and 25th May due to the University Valuation Camp, limiting activities to individual planning.

The event opened with a prayer song by Rev. Dr. Reji Alexander and a welcome speech by Asst. Prof. Binitha P.S. Rev. Fr. Dipin Karingen CMI and Principal Dr. Joy P Joseph addressed the aims and significance of the programme. Mr. Solymon V.L. presented the schedule for the FDP.

The resource person for the second day of FDP 2022-23 was **Rev. Fr. Dr. Jose Kuriyedath CMI**, the Director of Rajagiri Institutions at Kalamasery and Kakanadu. He is a Ph.D holder in Sociology and a famous writer, and author of many books and also a very proficient speaker. **The highlights of the talk included NEP (National Education Policy), Transmission of Knowledge, importance of creative intelligence in teachers, the need of teachers becoming mentors of creative intelligence and how it can achieved.**

The 3rd day of FDP on 18th May, **system working in the campus like, chronicle, department mail systems, college calendar, seminars, lesson plan, crash courses etc. explained to the new staff.** The session was handled by the Principal.

The 4th day of FDP on May 19th was presided over by Rev. Fr. Dipin Karigen CMI, Asst. Director. The day's activities included **department level planning for all the semesters of the academic year.** During the afternoon session, presentation of the planning took place in the presence of Rev. Fr. Dipin Karingen CMI and the staffs secretaries of the various departments were selected.

The 5th day of FDP on 20th May was scheduled as **staff day out programme to Munnar.** The FDP programme for the day began at 9.30 am at RVCAS campus and continued on with the completion of the pending department planning. At 2.30 pm, the journey to Munnar started. The team reached Munnar (Bison Valley) at 6.30 pm. Stay for the entire team was arranged by the Principal at his two residences in Munnar. Staff members spent some time planning the activities. The team had a very lively day taking walks, engaging in group activities like games and preparing Barbeque.



The 6th day of FDP on 21st May at Munnar initiated by Rev Fr Dipin Karingen CMI and Principal Dr. Joy P Joseph, involved a small **discussion on co-curricular activities of different cells and clubs**, and also a brief trip to the nearby areas, river banks and cascades. The team left Munnar by 3pm.

The 7th day of FDP on 23rd May at RVCAS was presided over by the Principal. The **various cells and clubs were allocated to different faculty members**. They were then directed to prepare the action plans and it was followed by a session on the procedures to follow during University Examinations. Soft Skill and Holistic Education Topics were also allocated.

The 8th day of FDP on 24th May was presided over by Rev. Fr. Dipin Karingen CMI. The faculty were directed to complete the departmental planning, and a presentation of the planning by departments was held during the afternoon session at 3 pm. **Subject allocation was also done on this day**. The day's programme came to an end by 4 pm..

The 9th day of FDP on 25th was blessed with the visit of the Kalamassery Provincial Rev. Fr. Benny Nalkara CMI, former Professor at Christ University, Bangalore. The resource person Rev. Fr. Benny Nalkara focused on CMI legacy of education, beauty of the teaching profession, the role of teachers as educators and mentors, the difference between religiousness and spirituality, understanding of religious tolerance etc.. The session was concluded with a vote of thanks delivered by Rev Fr. Dipin Karingen CMI.

The 10th day of FDP on 26th May was presided over by Rev Fr. Dipin Karingen CMI, the day was spent for the preparation of the action plan of the cells and clubs allocated. All the clubs completed their action plan in the prescribed format given by the IQAC cell. The content of the action plan included:

1. **Proposed plans and activity for the next academic year**
2. **How to implement them**
3. **The students who take part in the organization**
4. **The beneficiaries of the event**
5. **The expected outcome of the event**
6. **Calendar**
 - a. **Date of first meeting for selecting student coordinators**
 - b. **Other important dates associated with organizing of the event**
 - c. **Approximate date the of event to take place**

The faculties presented their **action plans** at 3.pm in the presence of Rev. Dipin Karingen CMI.

The 11th day of FDP on 27th May was initiated by Rev. Fr. Dipin Karingen CMI. The most important instruction given by the Asst. Director was to identify the talents of the students starting from their first year in the campus. They are to be referred to Mr. Kevin



Varghese, sports coordinator and Ms. Sreekala M M, Arts Coordinator according to their talents in Arts and Sports. A practical session on Digital Poster Making was conducted by Ms. Anu Varghese.

RAJAGIRI VISWAJYOTHI COLLEGE OF ARTS AND APPLIED SCIENCES							
SOFT SKILL AND RELATED TOPICS FOR PERSONAL EMPOWERMENT							
INTERPERSONAL							
Semester I	Topic	Faculty	August (Weeks -III, IV, V)			October (Weeks - I, II, III)	
			III	IV	V	I	II
1	Transformation of self	Neenu Varghese	1s BA		1s BBA		1s B. Com M I, II & L
2	Emotional intelligence	Anu Varghese		1s B. Com M I, II & L		1s BA	1s BBA
3	Decision Making	Fr. Dr. Reji Alexander	1s BBA		1s B. Com M I, II & L	1s BA	
4	Know Yourself/Self Confidence	Anju Antony		1s BA		1s BBA	1s B. Com M I, II & L
Semester II	Topic	Faculty	January (Weeks - I, II, III)			February (I,II,III)	
			I	II	III	I	II
5	Goal Setting	Rahul Babu	2s BA		2s BBA		2s B. Com M I, II & L
6	Overcoming Fear	Rosmy Roy		2s B. Com M I, II & L		2s BA	2s BBA
7	Positive thinking	Karthika Balachandran	2s BBA		2s B. Com M I, II & L		2s BA
8	Self-Analysis	Anna Jain				2s BBA	2s B. Com M I, II & L
INTERPERSONNEL							
Semester III	Topic	Faculty	Sept (Weeks - III, IV)		Aug (Weeks -I, II, III, IV)		
			I	II	I	II	III
9	Interpersonal Relationship, Blocks in Relationship	Binita P S		3s B. Com M I & II		3s BBA	3s B. Com L

Soft Skill Topics Designed by Faculty Members



Fr. Dr. Reji Alexander, CMI addressing the Faculty Members of RVCAS



Performance by Faculty Members During the FDP



Orientation by Principal Dr. Joy P Joseph





Talk on NEP by Rev. Fr. Jose Kuriyedath CMI, on the 2nd Day of FDP



At Munnar on the 6th Day of FDP



Principal
PRINCIPAL
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