

JSS ACADEMY OF HIGHER EDUCATION & RESEARCH

INTERNAL QUALITY ASSURANCE CELL (IQAC)

ADMINISTRATIVE TRAINING PROGRAMME

**Institutional Connect Initiative for
JSS AHER Administrative Staff**

11th – 12th June, 2021


2.00 pm to 6.00 pm



ABOUT THE PROGRAMME

The JSS AHER has always believed that to enhance the quality of education you must create competent and committed staff who believe in themselves and the philosophy of quality. Towards realizing this, we have organized leadership/training programs, etc. that were a resounding success. While waiting for the next in person program to happen JSS AHER felt that it is important to connect with its staff and share some thoughts with them in meeting the challenges that loom ahead of the beginning of the academic year. This staff connect webinar with the theme “**Perfection for Progression**”, aims at imbibing the qualities of perfection among the staff and emphasize how skills of Multitasking, Team Building Capacities, Understanding Stakeholder expectations, etc., can help them face the challenges and perform better and progress towards perfection.

Objectives of the programme

- Understanding the progress the university has made and the role administrative staff have played in it
 - The new roadmap of the university and the role of administrative staff in realizing the same
 - Stakeholder expectations (students, parents, faculty, colleagues, community, organization) and achieving stakeholder satisfaction
 - Gain understanding and practical approaches to analyzing the issues arising out of the areas in which they work and devise responses that provide positive results towards good governance - their approach to work and execution
 - Draw on theories, models, and concepts of teamwork and behavior and apply them in the context of workplace. Gain an up to date view of the HE governance policy landscape (UGC/AICTE/PCI/MHRD regulations)
 - Build a valuable support network of colleagues in similar roles with whom they can continue to share experiences
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11TH JUNE, 2021

THE PROGRAM

INAUGURATION

3.00 pm to 3.15 pm

Lead talks –

Setting the Tone

Dr. B. Suresh,

Pro Chancellor, JSS AHER and President, Pharmacy Council of India

3.15 pm – 4.00 pm

Future Directions

Dr. Surinder Singh, Vice Chancellor, JSS AHER

4.00 pm – 4.45 pm

Thematic talks –

Stakeholder's Expectations

Mr. Ashok Palya,

Senior Administrative Officer, JSS Education Group, United Arab Emirates

4.45 pm – 5.30 pm

OPEN INTERACTION SESSION

5.30 pm – 6.00 pm

12TH JUNE, 2021

Thematic talks –

- a. Approaches to work and understanding issues in workplace and ways to solve them
Sri C C Hiremath, Finance Office, JSS AHER,
2.00 pm – 2.45 pm
- b. Team building and positive approach to work
Dr. Prashant Vishwanath, IQAC Coordinator, JSS AHER
and
Dr. Praveen Kulkarni,
Associate Professor, Dept. of Community Medicine, JSS Medical College
JSS AHER,
2.45 pm – 3.30 pm
- c. Understanding the field you are working in and the regulatory environment
Dr. M.R. Dhakshaini, Deputy Director (Authorities), JSS AHER,
3.30 pm – 4.15 pm
- d. Learning beyond the programme
Dr. B. Manjunatha , Registrar, JSS AHER,
4.15 pm – 5.00 pm

OPEN INTERACTION SESSION

5.00 pm – 5.30 pm

Concluding Remarks

Smt. M. S. Kokila, Dy. Registrar (Sr. Grade), JSS AHER

Sri. S. R. Satish Chandra, Administrative Officer, JSS Medical College, JSS AHER