

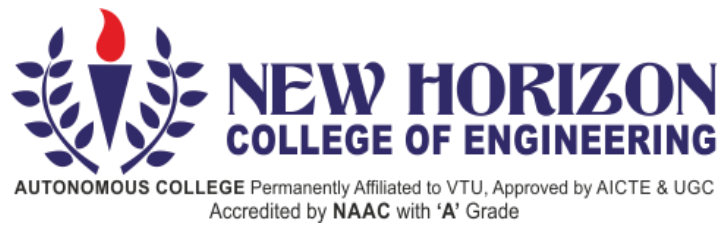
Centre for Life Skills and Skill Development

FDP (Induction) Report

New Horizon College of Engineering

Bengaluru

12 – 18 October 2023



Introduction

A five – day induction training program was organised to orient and support our new faculty members as they embark on their journey with the New Horizon College of Engineering. A wide range of topics were covered that provided valuable insights into our institution's culture, policies, and expectations. The program also focused on enhancing their teaching and research skills, as well as acquainting them with administrative procedures and resources available to them.

About the institution

New Horizon College of Engineering is an Autonomous college affiliated to Visvesvaraya Technological University (VTU), approved by the All India Council for Technical Education (AICTE) & University Grants Commission (UGC). It is accredited by NAAC with 'A' grade & National Board of Accreditation (NBA). New Horizon College of Engineering is located in the heart of the IT capital of India, Bangalore. The college campus is situated in the IT corridor of Bangalore surrounded by MNCs and IT giants such as Intel, Accenture, Capgemini, ARM, Symphony, Wipro, Nokia, JP Morgan and Cisco to name a few. NHCE has a scenic and serene campus that provides an environment which is conducive for personal and intellectual growth. The infrastructure and the state – of – art facilities act as facilitators for the effective delivery of the curriculum.

Executive Summary

- This report has been prepared to provide the management with insights and updates on the 5 – day induction program for the new inductees (faculty), held in the NHCE campus from 12th October, 2023 – 18th October, 2023.
- The training was primarily coordinated by Dr. Sowmya Narayanan in association with the leadership team comprising Dr. Manjunatha (Principal), Ms. Manjula (ED – HR), Dr. Anandhi (Dean – Academics), Dr. Anitha (Director – Library and Alumni Relations), Dr. Sanjeev Sharma (Dean – QAIISC) and Dr Vijilius (CoE).
- The induction encompassed the aforementioned conducting informative sessions based on the following topics:
 - ✓ Welcome and Introduction
 - ✓ HR Policies
 - ✓ Mentorship and Support
 - ✓ Academic Affairs
 - ✓ Campus Tour
 - ✓ Research Standards and Accreditation Policies
 - ✓ Technology and Infrastructure
 - ✓ Assessment and Evaluation
 - ✓ Feedback

Objectives

- To ensure the new inductees are aware of the SOPs, functioning model, growth opportunities and technical provisions at the college.
- To introduce the new professors with the members of the leadership team for better accountability and outreach.
- To provide a holistic view of the principles and protocols that NHCE stands on.
- To exhibit the campus facilities and infrastructure.
- To enable the faculty to get acquainted with and adopt ICT integrated learning and newpedagogic approaches.
- To enable the faculty to conceptualize the nuances of curricular reforms, curriculum design and development in colleges in the context of interdisciplinary approach, specific to the policies laid down in the NEP.
- To enable the faculty, develop understanding of various methods of evaluation and assessment

Methodology

Dr. Sowmya Narayanan had delegated the topics for the induction to the speakers on the basis of their expertise and the departments that they handle. Each session was for 40 minutes and the respective speakers took turns in the span of 5 days to brief and enlighten the new professors on important functional areas related to academics, HR policies, Technology and Infrastructure, Research Standards and so forth. The training content was well structured with presentations, FAQs, mutual interaction and personal reflection. Ultimately, the teachers were encouraged to promote and uphold a culture of respect and support within the organisation. It was a professional approach to welcome the new faculty members to the New Horizon College fraternity.

Program schedule

Sl.No.	DATE	TIMINGS	TOPIC	DESCRIPTION	SPEAKER
1	12.10.2023	1:00 - 1:40	Welcome and Introduction	Overview of College's History, Vision and Mission Review of College Policies and procedures; Overview of Autonomy	Dr Manjunatha, Principal New Horizon College of Engineering
2	12.10.2023	1:50 - 2:30	HR Policies	Code of conduct, HRMS Training, Health and Safety, Grievance Handling procedure	Ms Manjula, Executive Director Human Resources
3	12.10.2023	2:40 - 3:20	Mentorship and Support	Introduction to Student Mentoring, guidance and counselling	Dr Anusuya, Head Applied Sciences and Counselling
4	13.10.2023	1.00-2.30	Technology and Infrastructure	Introduction to the college's IT systems, including email, learning management systems, and academic software. Training on the use of classroom technology and multimedia resources.	Dr Srinivas, Head of the Department Mathematics and Contineo Chief Coordinator and Dr Uma Maheshwaran Prof AI and ML
5	13.10.2023	2:40 - 3:50	Campus Tour and Facilities	Guided campus tour, highlighting important facilities. Introduction to the library, laboratories, and other academic resources.	Dr Anitha. S. Rai, Director Library and Alumni Relations ; Dr Aravinda, Head ECE
6	16.10.2023	1.00-2.30	Academic Affairs	Importance of Outcome Based Education, Overview of academic departments and programs. Introduction to curriculum design and assessment, innovative pedagogies and Design thinking and MOOC	Dr Anandhi R.J, Dean Academics; Dr Sowmya Narayanan Director SDC
7	16.10.2023	2.40-3.50	Research Standards and Accreditation Processes	Research opportunities, expectations, and grant applications. NBA and NAAC Overview	Dr Revathy, Dean Rand D and Dr Sanjeev Sharma, Dean QA and CIEE
8	17.10.2023	1:00 - 2:00	Assessment and Evaluation	Explanation of the assessment and grading system. Guidance on exam paper evaluation, grading policies, and academic integrity.	Dr Vijilius H Raj Controller of Examinations
9	17.10.2023	2:00 - 3:10	Lifelong Learning and Feedback	Information on opportunities for professional development, workshops, conferences, and certifications. Encouragement to engage in continuous learning.	Dr Sowmya Narayanan, Director Centre for Life Skills and Skill Development

Detailed Report

DAY 1

Session: 1

Name of the session	Welcome and Introduction
Name of the speaker	Dr. Manjunatha
Designation	Principal, New Horizon College of Engineering
Date and Time	12.10.2023 / 1:00 - 1:40

Description:

Dr. Manjunatha provided insights about the vision and mission of the institution besides an overview of the college's history since inception along with the governing councils like AICTE, UGC, VTU and BOS (Board of Studies). He also spoke about teaching pedagogy, framing the syllabus and autonomy.



Figure 1: Day 1 Session by the Principal

Session: 2

Name of the session	HR Policies
Name of the speaker	Ms. Manjula
Designation	Executive Director – Human Resources
Date and Time	12.10.2023 / 1:50 - 2:30

Description:

Dr. Manjunatha briefed the inductees about the importance of the HRMS, performance appraisal process, code of conduct, health and safety, grievance handling mechanism, attendance, leave policies and employee benefits.



Figure 2: Day 1 Session by the ED - HR

Session: 3

Name of the session	Mentorship and Support
Name of the speaker	Dr. Anusuya and team
Designation	Head – Applied Sciences and Counseling
Date and Time	12.10.2023 / 2:40 - 3:20

Description:

Dr. Anusuya and her team explained the details about proctorship, mentoring, counseling and guidance to the assigned student. Using various case studies and illustrations, they demonstrated the process of identification of stress in students

and the cases where the students should be referred to the counselors. A lot of other factors like hostel life, home sickness, cultural impediments, food and weather were also discussed.



Figure 3: Day 1 Session by the Applied Sciences and Counseling Department

DAY 2

Session: 4

Name of the session	Technology and Infrastructure
Names of the speakers	Dr. Srinivas and Dr. Uma Maheshwaran
Designations	HOD – Maths and Professor – AI and ML
Date and Time	13.10.2023 / 1:00 - 2:30

Description:

Dr. Srinivas conducted a session on (Continue-Learning Management System) an introduction to Contineo. It is one of the processes of tracking and managing the delivery of educational courses. He shared the benefits of pinkbook and the maintenance of the necessary records. The inductees were briefed about entering the attendance and the CIE marks. Dr. Uma coupled his session and demonstrated the usage of the smart board and other technical provisions to make classes technically proficient.

Session: 5

Name of the session	Campus Tour, Library and Facilities
Names of the speakers	Dr. Anitha S. Rai and Dr. Aravinda
Designations	Director – Library and Alumni Relations and HOD - ECE
Date and Time	13.10.2023 / 2:40 - 3:50

Description:

Dr. Anitha highlighted important facilities in the premises like the library, laboratories, and other academic blocks. She also explained relevant provisions within the college like e-resources, e-books available and institution repository. Along with Dr. Aravinda, she also emphasized the importance of the Knimbus and Mendeley software features.



Figure 4: Day 2 Session by the Director – Library and Alumni Relations

DAY 3

Session: 6

Name of the session	Academic Affairs
Names of the speakers	Dr. Anandhi RJ and Dr. Sowmya Narayanan
Designations	Dean – Academics and Director – Life Skills and Skill Development
Date and Time	16.10.2023 / 1:00 - 2:30

Description:

Dr. Anandhi spoke on National Education Policy in engineering colleges. She began her talk seeking clarification for a few questions and went on giving extensive input on value-based education. The session was an eye-opening session about the new education policy in India. She focused on establishing and strengthening the culture at the New Horizon College in collaboration with the industry. Her session also dealt with minor degree, choice based credit system, ability enhancement courses, skill enhancement courses and experiential learning. Dr. Sowmya explained the concept of Outcome Based Education, curriculum design and assessment, innovative pedagogy, design thinking and MOOC courses.



Figure 5: Day 3 Session by the Dean - Academics

Session: 7

Name of the session	Research Standards and Accreditation Processes
Names of the speakers	Dr. Sanjeev Sharma and Dr. Revathy
Designations	Dean – QA and IIE and Dean R&D
Date and Time	16.10.2023 / 2:40 - 3:50

Description:

Dr. Sanjeev presented about the roles and responsibilities of faculty members to conduct the classes with utmost interest keeping with student's point of view to make learning experiential and practical at the institute. He also explained about the quality parameters and different ways of methodology and pedagogy aligned with quality. His session covered important aspects as teaching methodology, enhancement in teaching and development in research and an overview of the NBA and NAAC accreditations. Dr. Revathy enamored the session further by explaining the research facilities in the college.



Figure 6: Day 3 Session by the Dean – QA & IIE

DAY 4

Session: 8

Name of the session	Assessment and Evaluation
Names of the speakers	Dr. Vijilius
Designations	Controller of Examinations
Date and Time	17.10.2023 / 1:00 - 2:00

Description:

Dr. Vijilius' session encompassed the assessment and grading system, exam paper evaluation, grading policies, and academic integrity. The details of the credit system- 175,160 and 120 were shared besides how students might get NE, P, F, I and X grades, based on their performances. She also explained the concept of the make-up and supplementary examinations. The process of the calculation of SGPA and CGPA was explained besides the eligibility criteria of the students based on their years of study.



Figure 7: Day 4 Session by the Controller of Examinations

Session: 9

Name of the session	Lifelong Learning and Feedback
Names of the speakers	Dr. Sowmya Narayanan
Designations	Director – Centre for Life Skills and Skill Development
Date and Time	17.10.2023 / 2:00 - 3:10

Description:

Dr. Sowmya's session covered updates on opportunities for professional development, workshops, conferences, and certifications and the encouragement to engage in continuous learning. A detailed insight about Bloom's taxonomy was provided involving levels remembering, understanding, applying, analyzing, evaluating and creating. She explained Outcome Based Education (OBE) which is a metrics to measure a student's productivity in terms of knowledge, skills and attitude. She concluded the Faculty Development Programme with a vote of thanks.



Figure 8: Day 4 Session by the Director – Centre for Life Skills and Skill Development

Feedback

The following are the testimonials received from the inductees:

“Faculty Induction Programme is very important for the new faculty to understand the technologies, facilities available in the campus. Each and every session was helpful for me to understand the principles and policies of this college.”

Sandyarani Vadlamudi, Department of Artificial Intelligence and Machine Learning.

“The sessions were engaging and effective. I received clarity about the functioning of the institution and the various departments. It will assist me to add value to the students upholding the vision and mission of the institution.”

Pratik Chatterjee, Department – ECE.

“Each and every session was mind blowing. The open opportunities available for the faculties to help their personal growth are interesting. The session on Bloom’s Taxonomy was very insightful.”

Chandan Raj, Department – CSE.



Figure 9: A participant sharing his feedback

Attendance

New Horizon College of Engineering										
Center for Lifeskills and Skills Development										
Faculty Induction training for New Joinees Oct' 23										
ID. No.	Name	Department	Mobile Number	Email Id.	16-10-2023			17-10-2023		
					Session 1 (sign)	Session 2 (sign)	Session 3 (sign)	Session 1 (sign)	Session 2 (sign)	Session 3 (sign)
1253	Chythanya K	BCA-NHCM	8113099081		✓	✓	✓	✓	✓	✓
1254	Sandyarani Vadlamudi	AIML	9900021178	Sandyarani.V.aiml.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1257	Purva Paliwal	English-NHCM	9953099387		✓	✓	✓	✓	✓	✓
1258	Vijaykumar R	Data Science	9611323210		✓	✓	✓	✓	✓	✓
1259	Pramila S	Computer Engineering	7358826211		✓	✓	✓	✓	✓	✓
1260	Sriharshini Devi Kaipa	ISE	8951845137		✓	✓	✓	✓	✓	✓
1261	Shubhi Srivastava	ISE	9424914292		✓	✓	✓	✓	✓	✓
1262	Saranya Seenivasan	CSE	9597300898	Saranya.seenivasan.cse.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1263	J Sivapriya	CSE	9566726589	Sivapriya.j.cse.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1264	Jagrati Gupta	ECE	7348967938	Jagrati.g.ece.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1265	Pratik Chatterjee	ECE	9038009562	pratik.c.ece.nhcc	✓	✓	✓	✓	✓	✓
1266	Shwetha A N	Computer Engineering	7032652335		✓	✓	✓	✓	✓	✓
1267	Sudhakar Dabburu	ISE	9902025317		✓	✓	✓	✓	✓	✓
1268	Dr. Mausri Bhuyan	EEE	9401523126		✓	✓	✓	✓	✓	✓
1269	Ms. Vernika Singh	CSE	8700279405	Vernika.S.-cse.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1270	Ms. Hamsalekha R	ECE	7019630066	hamsalekha.r.ece.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1273	Roja R	Computer Engineering	7259465037		✓	✓	✓	✓	✓	✓
1274	Syam Dev	AIML	9611323210		✓	✓	✓	✓	✓	✓
1275	Mehda B	Computer Engineering	9562400066		✓	✓	✓	✓	✓	✓
1276	Mr. Chandan Raj B R	Computer Engineering	9113099031	Chandan.Raj.B.R.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1277	Ms. Archana Das	ISE	9747943133		✓	✓	✓	✓	✓	✓
1523	B.Channarayana Priya	CSE	8978196466	Prilpornaachandya3@gmail.com	✓	✓	✓	✓	✓	✓

New Horizon College of Engineering										
Center for Lifeskills and Skills Development										
Faculty Induction training for New Joinees Oct' 23										
ID. No.	Name	Department	Mobile Number	Email Id.	12-10-2023			13-10-2023		
					Session 1 (sign)	Session 2 (sign)	Session 3 (sign)	Session 1 (sign)	Session 2 (sign)	Session 3 (sign)
1253	Chythanya K	BCA-NHCM	8113099081	chythanyak_bca.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1254	Sandyarani Vadlamudi	AIML	9900021178	Sandyarani.V.aiml.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1257	Purva Paliwal	English-NHCM	9953099387		✓	✓	✓	✓	✓	✓
1258	Vijaykumar R	Data Science	9611323210	Vijaykumar.v.dse.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1259	Pramila S	Computer Engineering	7358826211	Pramila.s.ce.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1260	Sriharshini Devi Kaipa	ISE	8951845137	Sriharshini.D.ise.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1261	Shubhi Srivastava	ISE	9424914292	Shubhi.s.ise.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1262	Saranya Seenivasan	CSE	9597300898	Saranya.seenivasan.cse.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1263	J Sivapriya	CSE	9566726589	Sivapriya.j.cse.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1264	Jagrati Gupta	ECE	7348967938	Jagrati.g.ece.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1265	Pratik Chatterjee	ECE	9038009562	pratik.c.ece.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1266	Shwetha A N	Computer Engineering	7032652335	Shwetha.a.n.ce.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1267	Sudhakar Dabburu	ISE	9902025317	Sudhakar.d.ise.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1268	Dr. Mausri Bhuyan	EEE	9401523126	dr.mausri.bhuyan.ece.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1269	Ms. Vernika Singh	CSE	8700279405	Vernika.S.-cse.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1270	Ms. Hamsalekha R	ECE	7019630066	hamsalekha.r.ece.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1273	Roja R	Computer Engineering	7259465037	roja.r.ce.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1274	Syam Dev	AIML	9611323210	Syamdev.s.aiml.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1275	Mehda B	Computer Engineering	9562400066	Mehda.B.-ce.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1276	Mr. Chandan Raj B R	Computer Engineering	9113099031	Chandan.Raj.B.R.nhcc@newhorizonindia.edu	✓	✓	✓	✓	✓	✓
1277	Ms. Archana Das	ISE	9747943133	a.chandadas333@gmail.com	✓	✓	✓	✓	✓	✓
1523	B.Channarayana Priya	CSE	8978196466	Prilpornaachandya3@gmail.com	✓	✓	✓	✓	✓	✓

Key Outcomes:

- Participants will be able to apply the knowledge and information gained from the Faculty Induction Programme to execute their daily actions and functions;
- There will be incorporation of practical learning techniques in the curriculum to enrich and enhance students' performances with new teaching techniques.