



GURU NANAK COLLEGE (AUTONOMOUS)

A Sikh Minority Institution | Unit of Guru Nanak Educational Society (Regd.)
Affiliated to University of Madras | Approved by AICTE
Accredited at "A++" Grade by NAAC (CGPA 3.68 / 4)

Sardar Rajinder Singh Bhasin
President

Sardar Manjit Singh Nayar
General Secretary & Correspondent

Dr. R.M. Ezhilarasi
Principal i/c

30.06.2025

CIRCULAR

The Internal Quality Assurance Cell (IQAC) is conducting a **Two-day Orientation Programme** for the **Newly Recruited Faculty Members** from 03.07.2025 to 04.07.2025 (Thursday & Friday) between 09.00 a.m. to 4.00 p.m. at **Sangam Board Room – Guru Harkrishan Block**.

The concerned Programme Heads are requested to ensure the participation of Newly Recruited Faculty Members from your Programme.

Rugulakshmi
30.06.2025
Principal i/c

Copy to:

1. IQAC
2. Office of Dean Academics
3. Vice-Principal SFS
4. Concerned Faculty Members
5. Office (SFS)
6. School Deans
7. Programme Heads
8. Media Centre





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Guru Nanak Salai, Velachery, Chennai – 600 042



INTERNAL QUALITY ASSURANCE CELL

organizes

ORIENTATION PROGRAMME FOR NEWLY RECRUITED FACULTY MEMBERS

03.07.2025 & 04.07.2025

VENUE: Sangam Board Room – Guru Harkrishan Block

PROGRAMME SCHEDULE

TIME	SESSION	SPEAKERS / RESOURCE PERSON
DAY I - 03.07.2025		
8.40 am – Registration Process		
9.00 am to 9.20 am	Welcome Address and Brief Profile of the Institution	Dr. R. M. Ezhilarasi, Principal i/c
9.20 am to 9.30 am	Felicitation Address	Dr. P. V. Kumaraguru, Vice Principal (SFS)
9.30 am to 9.40 am	Self-Introduction of New Faculty Members	New Staff Members
9.40 am to 10.10 am	Session I Academic Process and Curriculum Framework	Dr. Swati Paliwal, Dean Academics
10.10 am to 10.40 am	Session II Examinations System & Evaluation Methods	Dr. Anitha Malisetty, Controller of Examinations
Tea Break (10.40 am to 11.00 am)		
11.00 am to 11.30 am	Session III e Governance: Documentation and Workflow	Mr. P. Christy Jeyakumar, Dean, Centre for e -Governance
11.30 am to 12.00 noon	Session IV Role of Skill Development Centre at GNC	Dr. R. Anand, Dean, Centre for Skill Development
12.00 noon to 1.00 pm	Session V Research Publication & Project Funding	Dr. S. E. Noorjahan, Dean -Research, Guru Nanak Centre for Research
1.00 pm to 1.30 pm	Session VI Role of Faculty in Startup Ecosystem	Dr. Gayathri Harikumar, Dean, Centre for Innovation Incubation Entrepreneurship & Startups
Lunch Break (1.30 pm to 2.00 pm)		
2.00 pm to 3.00 pm	Session VII Innovative Teaching Methodologies & ICT Integration	Mr.M.Prabhu , Asst Professor ,Accounting & Finance
3.00 pm to 3.15 pm	Session VIII Career Counselling Strategies	Dr. Neela Ganguly, Head, Political Science



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PROGRAMME SCHEDULE

TIME	SESSION	Speakers / Resource Person
DAY II - 04.07.2025		
9.00 am to 9.15 am	Session I Administrative Process	Mr. N. Karthikeyan, Office Superintendent (SFS)
9.15 am to 9.30 am	Session II Staff Welfare Schemes and HR Policies	Ms. Nithya, HR
9.30 am to 10.00 am	Session III Empowering Faculty through Library services	Dr. T. Senthil Kumar and Mr. J. Sripathy, Librarian
10.00 am to 11.00 am	Session IV Faculty Engagement in Extension and Clubs	Dr. M. Thiagaraj, Dean Student Affairs Fine Arts Association and all Extension Cell & Club – Programme Officers and Coordinators (All extension cell clubs and coordinators) – Interactive Session
Tea Break (11.00 am to 11.15 am)		
11.15 am to 11.45 am	Session V Faculty engagement in Consultancy and Outreach	Dr. Swati Paliwal, Head, Guru Nanak Centre for Consultancy and Outreach Initiative
11.45 am to 12.00 noon	Session VI Sports Infrastructure and Achievements	Dr. A. Jaiganesan, Director of Physical Education Dr.S.A.S. Felix, Physical Director
12.00 pm to 12.30 pm	Session VII Faculty Engagement in Student Placement and Career Readiness	Ms. Deepalakshmi, Placement Coordinator
12.30 pm to 1.00 pm	Session VIII Faculty Engagement Towards Excellences	Dr. P. Lakshmi Devi, Coordinator - IQAC Dr. M. Kavitha, Assistant Coordinator - IQAC
Lunch Break (1.00 pm to 2.00 pm)		
2.00 pm to 2.30 pm	Session IX GNLMS e-content Video Recording Session	Dr. Dolly Mourya, Guru Nanak Learning Management System, Guru Nanak Media Centre
Feedback Session – 2.30 pm to 3.00 pm		
Valedictory – 3.30 pm		