

A Report

on

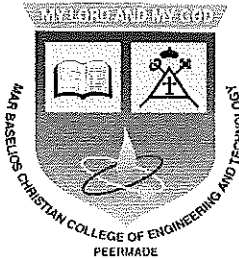
Faculty Development Programme

on

FILE MANAGEMENT FOR NAAC ACREDITATION

2nd September 2019

Organised by



INTERNAL QUALITY ASSURANCE CELL

**MAR BASELIOS CHRISTIAN COLLEGE OF
ENGINEERING AND TECHNOLOGY**

PEERMADE

The IQAC cell of MBCCET organized an FDP on “**File Management for NAAC Accreditation**” on 2nd September 2019 for all the faculty members of MBCCET, Peermade. The college is doing the works for the Accreditation and this programme was meant to understand the procedures of the NAAC Accreditation process. The class was led by, **Prof. Harry Cleetus**, Former Principal, ex IGNOU Coordinator and Rtd. Professor of Zoology, St. Alberts College, Ernakulam. The programme had 2 different sessions to explain the seven criteria for the Accreditation process. All the faculty members attended the programme. The response of the faculty was excellent until the end of the programme.

AIM

The one-day faculty development programme was arranged to understand the file management process for the NAAC accreditation process according to the new regulations from January 2019. This was an opportunity for the faculty to clarify queries and doubts regarding the process of NAAC Accreditation process.

INAUGURATION

The inaugural ceremony of the programme was held at PTA Seminar hall on 2nd September 2019 at 10.00 am. Dr. Anoop K J (Dean, Academics) welcomed the gathering and introduced the Chief resource person, **Prof. Harry Cleetus**. The principal of the institution presided over the meeting. Prof. Harry Cleetus inaugurated the one-day faculty development programme.

RESOURCE PERSON

Prof. Harry Cleetus, Former Principal, ex IGNOU Coordinator and Retd. Professor of Zoology, St. Alberts College, Ernakulam. He was the IQAC cell coordinator and IGNOU coordinator of that college.

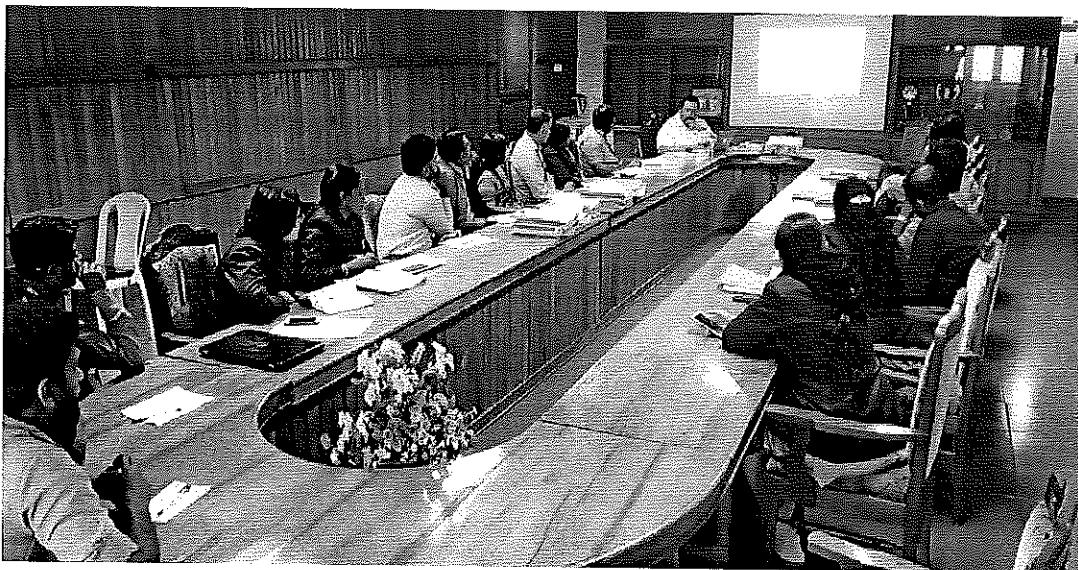
FEEDBACK

A feedback about the programme was given by Prof. Elias Janson (HoD, ECE) and Dr. K Kanjana (Associate Professor, EEE). Both of them commented about the positive aspects of the programme.

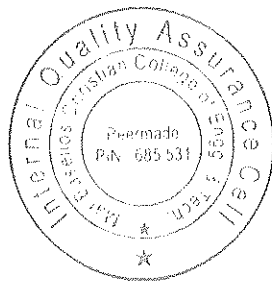
They added that the resource person was too good in conducting a whole day programme by herself without a single tiring moment.

VALEDICTORY SESSION

The closing ceremony was held at nearly 4.00 pm. Participation certificates were distributed to HoDs of all departments. Dr. Anoop K J (Dean, Academics) rendered the vote of thanks. The FDP ended with 'National Anthem'.



Dr. Anoop K J



[Signature]
Principal
Mar Basilio's Christian
College of Engineering & Technology
O. Pallikkunnu, Peermade-685 531