

INSTITUTE OF HOME ECONOMICS

(UNIVERSITY OF DELHI)



6.3 - Faculty Empowerment Strategies

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year.



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इंस्टिट्यूट ऑफ़ होम इकोनॉमिक्स
(दिल्ली विश्वविद्यालय)



NAAC GRADE 'A' ACCREDITED

Supporting Documents for 6.3.3

Professional development /administrative training programs organized by the institution for teaching and non-teaching staff.

Key Indicator	Details of Proof	Page Nos.
6.3.3	List of professional development /administrative training programs organized by the institution for teaching and non-teaching staff year-wise.	1-2
	Brochures/posters/photographs of professional development /administrative training programs	3-19
	Reports of the programme	20-50



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Ref. No. IHE/2022-23/HAdmin/578

Professional development /administrative training-programs organized by the Institution for teaching and non-teaching staff during the last five years (2016-2021)

S.No	Dates (from-to) (DD-MM-YYYY)	Title of the professional development program organised for teaching staff	Title of the administrative training program organised for non-teaching staff	No. of participants
1	12-02-2021		Standard Operating Procedures to be followed in college during COVID -19	25
2	30-01-2021	Advance concepts in Google classroom and Google meet by Ms. Bhavya and Ms. Sheetal		67
3	05-10-2020	One day training program on 'Biosafety and Waste Management' by Dr. Sabin Sayed	One day training program on 'Biosafety and Waste Management' by Dr. Sabin Sayed	120
4	22-08-2020	Online teaching using Google classroom and Google meet by Dr Bhavya Ahuja Grover		80
5	12-08-2020	Introduction to Google Meet and Google Classroom		75
6	4-08-2020	Orientation Session on MS. Teams		70
7	16-06-2020	Effective course designing and assessment using Moodle by Dr RC Sharma		100
8	10-06-2020	Sustainability in Textiles and Apparel: Roadmap to future		45

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F-4, HAUZ KHAS ENCLAVE, NEW DELHI-110016 / एफ-4, हौज़ खास एन्क्लेव, नई दिल्ली-110016

Phone / फ़ोन : 011-26532402, Director's Office : 011-46018108

Email / ई मेल : principal@ihe.du.ac.in Website / वेबसाइट : www.ihe-du.com



INSTITUTE OF HOME ECONOMICS

(University of Delhi)

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Ref. No.

9	03-12-2019		Awareness cum Sensitisation Programme- International Disability Day	30
10	16-10-2019	GeM & CPP	GeM & CPP	28
11	24-07-2019		Training for cleanliness staff on 'Organic Waste Composting and working of Aerobins' in collaboration with Indian Pollution Control Association	5
12	04-07-2019		Workshop on 'Segregation of Organic waste for Recycling and Treatment (SORT)' for non-teaching /laboratory staff in collaboration with Indian Pollution Control Association	25
13	24-05-2019		Enhancing PC Skills: Working with Data Efficiently	25
14	12-03-2019	Towards a Sustainable Environment		9
15	20/02/2019 21/02/2019	Sexual Harassment of Women at the Workplace Act 2013: Rights and Responsibilities	Sexual Harassment of Women at the Workplace Act 2013: Rights and Responsibilities	22
16	13/09/2018 - 14/09/18	IPR: Its Genesis, Significance		12
17	11-10-2017	Training Programme on Academic Administration	Training Programme on Academic Administration	50
18	24-03-2017	Plagiarism and its control		43
19	21-03-2017	Mental wellness of Students		12

[Signature]

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Supporting documents to 6.3.3

6.2.3 Number of Professional development/Administrative training programmes organized by the College

- 1) **Training Programme on Standard Operating Procedures to be followed in college during COVID -19 (12th February 2021)**



Poster for the training programme on Standard Operating Procedures to be followed in college during COVID -19

INSTITUTE OF HOME ECONOMICS
UNIVERSITY OF DELHI
COLLEGE
Arta L. Kumar



Awareness through Posters and demonstration to follow covid appropriate behaviour

COVID 19		Demonstration for Lab
1. Subhan Babhashi - Tazriat	Shetty	25. Moh
2. Shyam B. Chettor	Shetty	Danish
3. Prem Kumar	R	
4. Indresh Kumar	S. J. V	
5. Surish K. Kasliwal	R	
6. Anand Singh	R	
7. Hemant Singh	R	
8. REEMA	R	
9. Sudha	R	
10. Roshni Tiwari	R	
11. Sandeep Bhargava	R	
12. Kuldip Kumar	R	
13. BIMA	R	
14. Jyoti	R	
15. Kamala K. Singh	R	
16. Virendra Pat	R	
17. VIRENDER KUMAR SHARMA	R	
18. Rakesh Ranjan	R	
19. Dhanraj Singh	R	
20. Rami Sangpang	R	
21. Rita Rani	R	
22. Kundan Singh	R	
23. GADRAJ SINGH	R	

Attendance of the Participants in training Programme



2. Advance concepts in Google classroom and Google meet by Ms. Bhavya and Ms. Sheetal (30th January 2021)



Programme Poster



3. One day training program on 'Bio-safety and Waste Management' by Dr. Sabin Sayed (5th October 2020)



Programme Poster on Bio-safety and Waste Management'

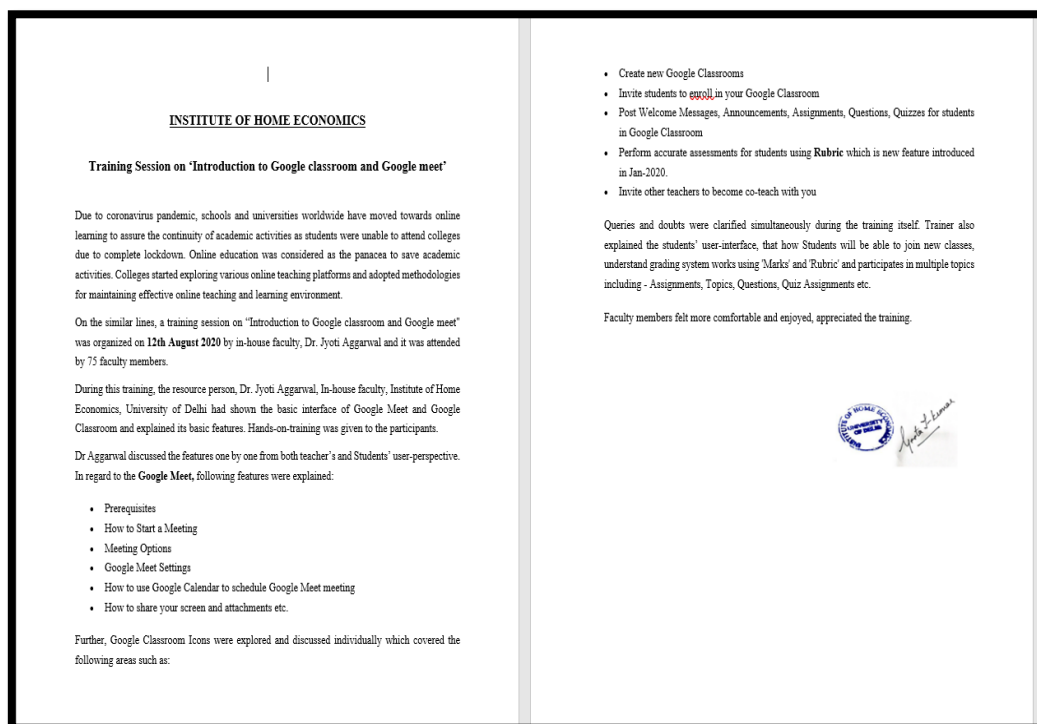
4. Online teaching using Google classroom and Google meet by Dr Bhavya Ahuja Grover (22nd August 2020)



Programme Poster

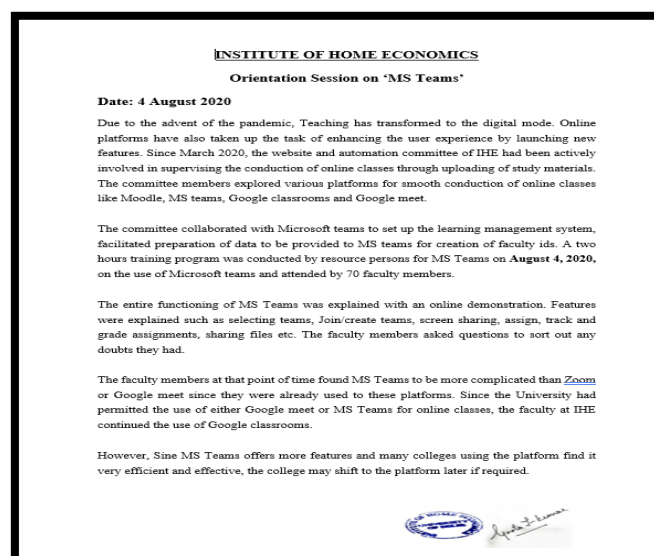


5. Introduction to Google Meet and Google Classroom by Dr. Jyoti Aggarwal (12th August 2020)



Report of the Programme

6. Orientation Session on MS Teams (4th August 2020)



Report of the Programme

7. Effective course designing and assessment using Moodle by Dr. RC Sharma (16th June 2020)



Programme Poster

8. Sustainability in Textiles and Apparel: Roadmap to future (10th June 2020)



Programme Poster



9. Awareness cum Sensitisation Programme-International Disability Day (3rd December 2019)

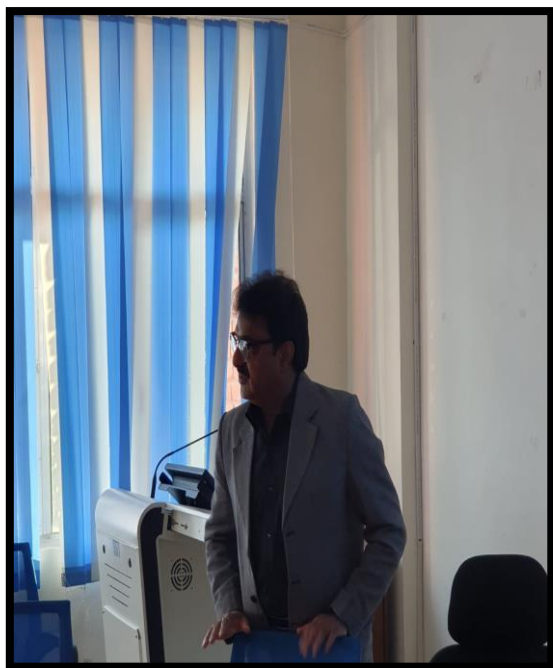


Programme poster to celebrate International Disability Day



Awareness cum Sensitisation Programme on 'International Disability Day'

UNIVERSITY OF HOME SCIENCE
DELHI
Apurva L. Lomax



Resource Person addressing the participants on ‘International Disability Day’

10. Training Programme on GeM and CPP (16th October 2019)

Notice

Dear Colleagues

The purchase committee is organizing an orientation program on Wednesday, 16 October 2019 from 11.30-1 pm in the computer lab. Program intends to facilitate understanding of processes related to purchasing from Government e Marketing (GEM), Central Public Procurement Portal (CPPP) and related domains.

- All teacher-in-charges are requested to nominate 1 or 2 lab assistants from their respective labs.
- Members from Accounts and Administration section who are involved in purchase related works are requested to attend this training program.
- All members of purchase committee and are also requested to attend the training program.
- Any other interested individuals/TICs are welcomed for the same.

Dr. Geeta Trilok Kumar
Director
IHE

Ms. Sharmila Rathee
Convener
Purchase Committee

Notice for the staff to attend orientation training on GeM and CPP

GeM and CPP Training (16/10/2019)
Conducted by Purchase Committee
(Dr Ashok Saini and Dr Sandeep Yadav)

Sr.No.	Name	Department	Signature
1.	Dr. Richa Tyagi, CT	RMDA	<i>[Signature]</i> 16/10/19
2.	Hridaya Kumar	Biochemistry	<i>[Signature]</i> 16/10/19
	Moujibul Siraj	FAS	<i>[Signature]</i> 16/10/19
	VIRENDER KUMAR	Physics	<i>[Signature]</i> 16/10/19
	Kundan Singh, Asst	RMDA	<i>[Signature]</i> 16/10/19
	Mohd Danish	RMDA	<i>[Signature]</i> 16/10/19
	Vinod Kumar, Asst	RMDA	<i>[Signature]</i> 16/10/19
	Fatima Zahara Bala	Administration	<i>[Signature]</i> 16/10/19
	DR. BHUPINDER KAUR, CT	PAS	<i>[Signature]</i> 16/10/19
	Pragya Sharma, CT	FAS	<i>[Signature]</i> 16/10/19
	MAHESH KUMAR	FAS	<i>[Signature]</i> 16/10/19
	SALI RAM YADAV	PAS	<i>[Signature]</i> 16/10/19
	KULDEEP KUMAR	Com. and Extension	<i>[Signature]</i> 16/10/19
	ANAND SINGH LATIAL	B.E.C.D	<i>[Signature]</i> 16/10/19
	SURPRIYA	HDCS	<i>[Signature]</i> 16/10/19
	Hema (Hawala)	HDCS	<i>[Signature]</i> 16/10/19
	Anil	Accounts	<i>[Signature]</i> 16/10/19

20.	Shruti Singh	<i>[Signature]</i>
21.	Albin Bana	<i>[Signature]</i>
22.	Harj Thora	<i>[Signature]</i>
23.	Sikha Ram	<i>[Signature]</i>
24.	SATISH KUMAR	<i>[Signature]</i>
25.	Indresh Kumar	<i>[Signature]</i>
26.	Ravi Kumar	<i>[Signature]</i>
27.	Dr. Vandana Subhanshi, CT	<i>[Signature]</i>
28.	Rachna Tiwari, F&N	<i>[Signature]</i>
29.	REENA	<i>[Signature]</i>
30.	Mohesh Kumar	<i>[Signature]</i>
31.	G. RISHA	<i>[Signature]</i>
32.	Rakhi Ranjan	<i>[Signature]</i>

[Signature]
16/10/19
(Dr Sandeep Yadav)

[Signature]
Dr Ashok Saini

Attendance of the training on GeM and CPP



Photographs of the GeM and CPP Training

11. Training for cleanliness staff on ‘Organic Waste Composting and working of ‘Aerobins’ in collaboration with Indian Pollution Control Association (24th July 2019)



Training for cleanliness staff on ‘Organic Waste Composting and working of Aerobins

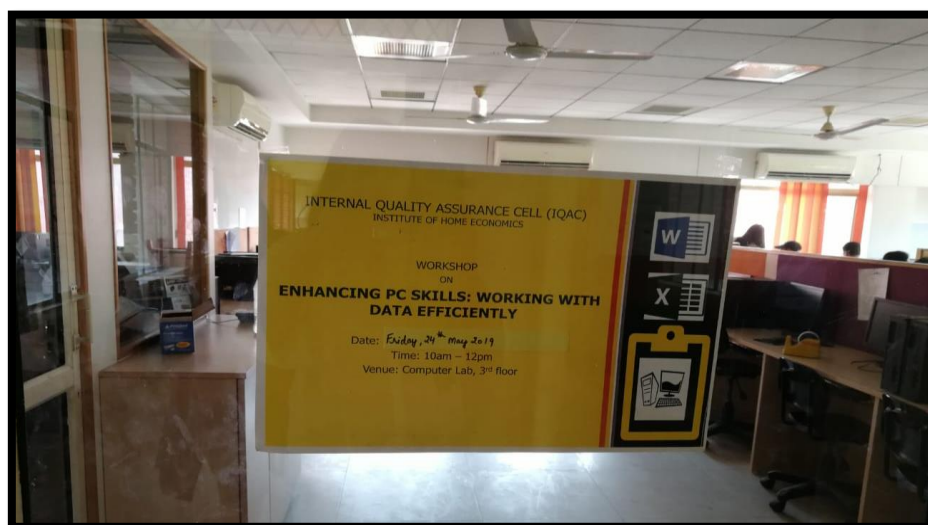
12. Workshop on ‘Segregation of Organic Waste for Recycling and Treatment (SORT) for Non-teaching/laboratory staff in collaboration with Indian Pollution Control Association (4th July 2019)



Mr Rahul, Resource person from IPCA addressing the participants



13. Enhancing PC Skills: Working with Data Efficiently (24th May 2019)

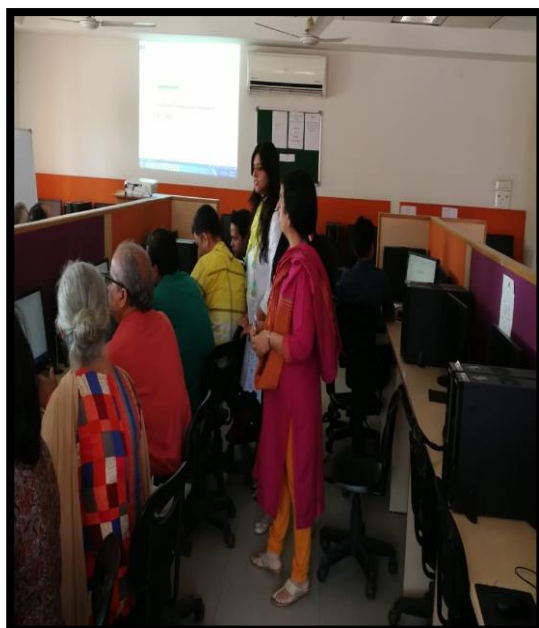
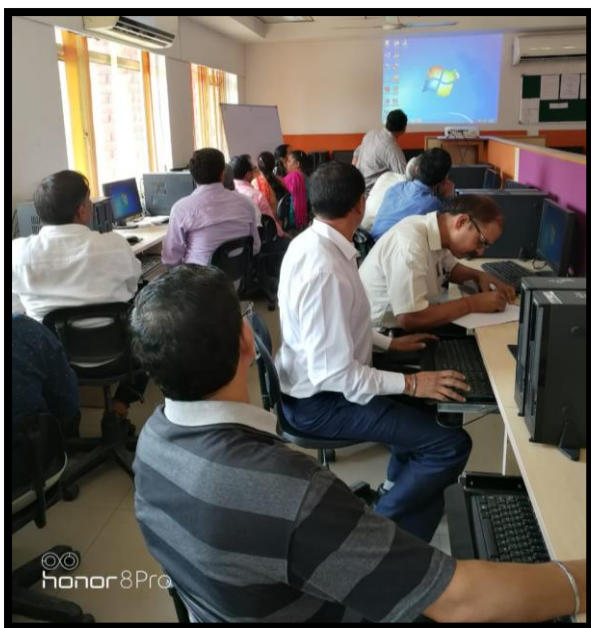


Programme Poster



Certificate of Participation to the attendees of 'Enhancing PC Working skill' Programme





Mr Rakesh, Resource person giving hands-on-training to the participants

14. Towards a Sustainable Environment (12th March 2019)


Internal Quality Assurance Cell (IQAC)
Institute of Home Economics
 organizes seminar on
"TOWARDS A SUSTAINABLE ENVIRONMENT"

Date : March 12, 2019
 Time : 10:00 am
 Venue : conference room (New Building)

Lecture	Speaker	Topic
Lecture 1	Prof. Arun Kansal Head, Coca Cola Dept of Regional water studies TERI	Urbanization and Sustainable habitat
Lecture 2	Dr. Suman Jain Dept of Physiology AIIMS	Effect of sound enriched environment on brain development
Lecture 3	Ms. Sharmila Sinha Environmentalist	Aravalli: The oldest watershed of the Earth and why we need to save it

Programme Poster





Speaker: Dr Suman Jain, Dept. of Physiology, AIIMS

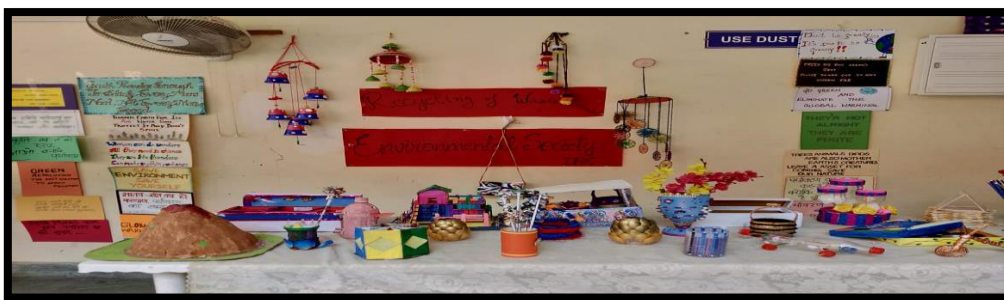


An exhibition on 'Best from Waste'



Speaker: Prof. Anil Kansal, Head Coca cola, Department of Regional Water Studies

UNIVERSITY OF HOME SCIENCE
UNIVERSITY OF DELHI
Anita J. Kumar

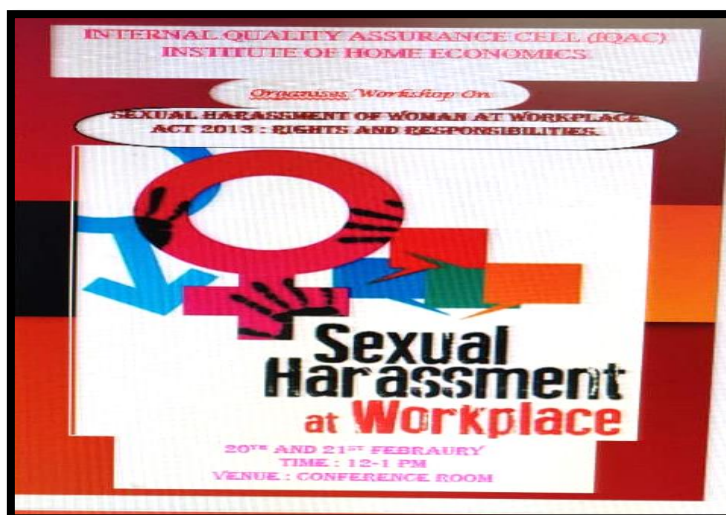


An exhibition on 'Best from Waste'



Speaker: Ms. Sharmila Sinha, an environmentalist

15. Sexual Harassment of Women at the Workplace Act 2013: Rights and Responsibilities (20th-21st February 2019)





Programme Poster





Resource person addressing the participants

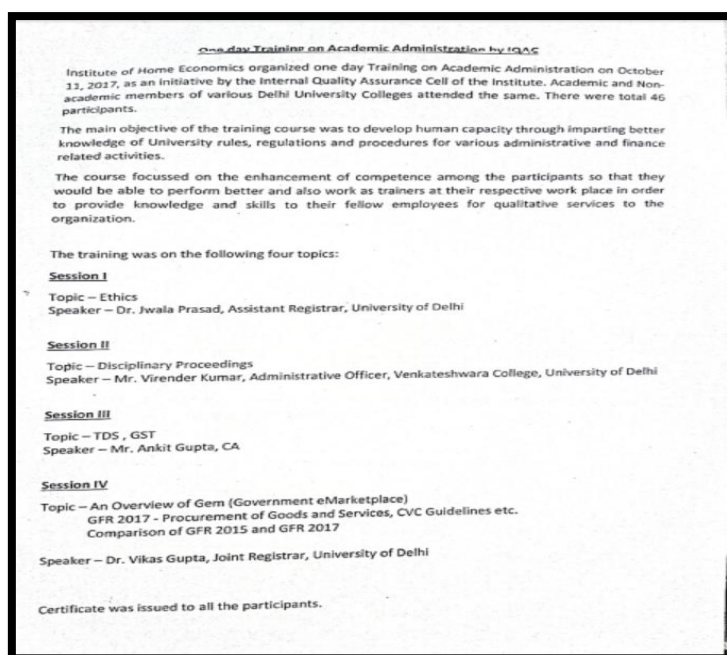
16. IPR: Its Genesis, Significance (13-14th September 2018)

 <p style="text-align: center;"> Institute of Home Economics (University of Delhi) F-4, Hauz Khas Enclave, New Delhi- 110016 <i>Programme for Two-Day workshop on</i> IPR: Its Genesis, Significance & Compliance (under the aegis of Star College Scheme, DBT and IQAC) </p> 	
DAY 1: 13th September 2018 (Thursday)	
9:30 am	REGISTRATION
10:00 AM to 11:15 AM	OPENING SESSION
	Welcome Address: Organizing committee member, IHE Opening Address: Dr Geeta Trilok Kumar, Director, IHE Key Note Address: 'Importance of IPR and its Protection' Mr. R. Saha, Senior Advisor CII (former Director PFC, TIFAC, DST) Vote of Thanks: Organizing committee member, IHE
11:15 to 11:45 AM	TEA/COFFEE
11:45 AM to 1:15 PM	Technical Session 1: Industrial Property Rights
	<ul style="list-style-type: none"> Patent & Patenting Procedures - Ms Nigur Mathani, Partner, Anand & Anand Registration Procedures for Trademark, Industrial Designs, GI, IC Layout - Dr Rashmi Tandon, fr. Research Associate, DPR, Cell, DU Patentability of inventions & Patentability Assessment. - Dr Malathi Lakshmi Kumaran, Director Patents, Lakshminikumar & Sridharan Attorneys
1:15 PM to 2:00 PM	LUNCH
2 PM to 3:30 PM	Technical Session 2: Copyrights & Misconduct
	<ul style="list-style-type: none"> Copyrights, legal framework and infringement issues - Prof Alka Chawla, Faculty of Law, DU Plagiarism and its avoidance - Dr Ramesh C Gaur, University Librarian, JNU Counterfeiting and Piracy - Dr Aruna, IPR Scientist, PFC, TIFAC-DST
3:30 PM to 4:30 PM	Technical Session 3: Patinformatics and Prior Art Search
	<ul style="list-style-type: none"> Prior art Searches and finding status of patent application. - Ms Jyoti Chaudhan, Effectual IP Services
DAY 2: 14th September, 2018 (Friday)	
10:00 to 11:15 AM	Technical Session 4: Biotechnology and Intellectual Property Rights
	<ul style="list-style-type: none"> Patentability issues in Biotechnology inventions - Dr Chitra Arvind, Patent Attorney, Lex IP Care, Gurgaon Traditional Knowledge & Biodiversity Issues. - Mr. DC Gabriel, Managing Partner, Lex IP Care, Gurgaon
11:15 to 11:45 AM	TEA
11:45 AM to 1:00 PM	Technical Session 5: Miscellaneous Intellectual Property
	<ul style="list-style-type: none"> Innovation, IP Management and Technology Transfer - Dr Rakha Chaturvedi, fr IPR, Chair Professor, DU Developing technologies and developing modules, using attorneys to protect technologies - Dr TSR Murli, fr. Director Mother Dairy and Pepsico
1:00 PM to 1:45 PM	Valedictory Session and wrap up
	<ul style="list-style-type: none"> Concluding Remarks Some thoughts from the participants Distribution of the participation certificates
1:45 PM to 2:30 PM	LUNCH

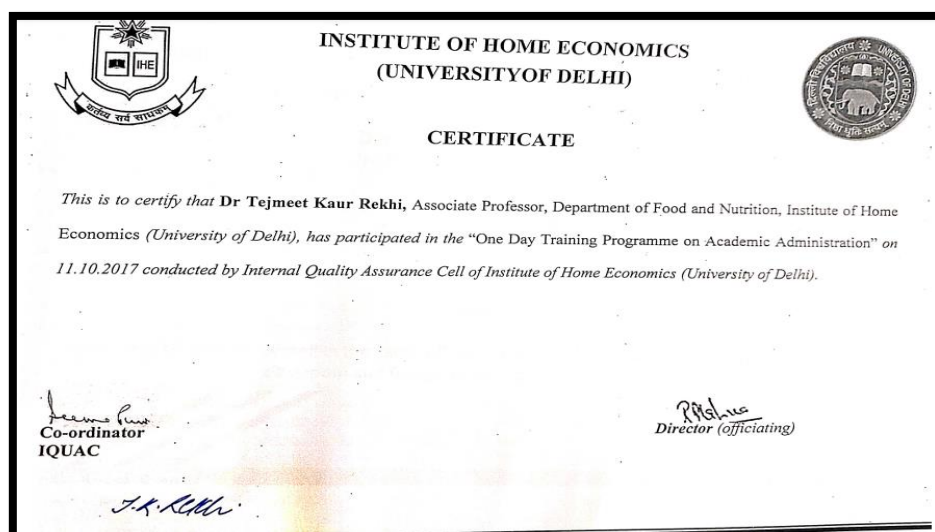
Programme schedule of 2-days workshop 'IPR: Its Genesis, Significance'


 Geeta Trilok Kumar

17. Training Programme on Academic Administration (11th October 2017)



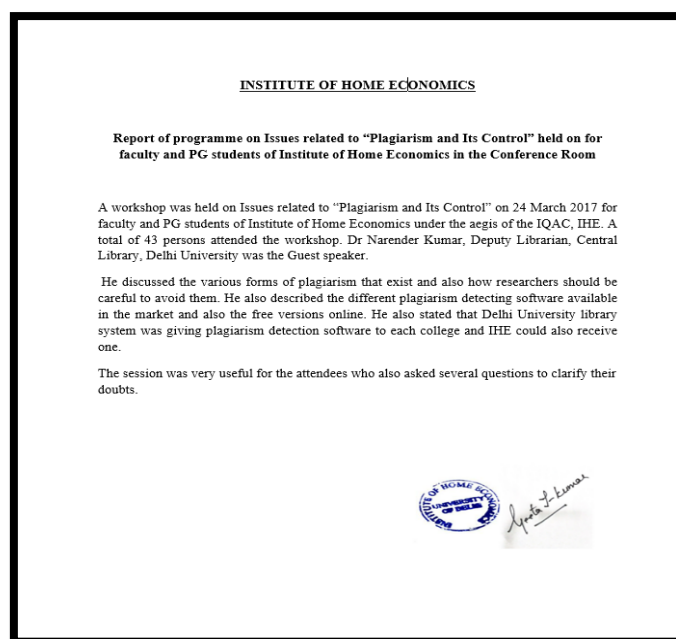
Programme Schedule showing the Training Programme on Academic Administration



Certificate given to the participants

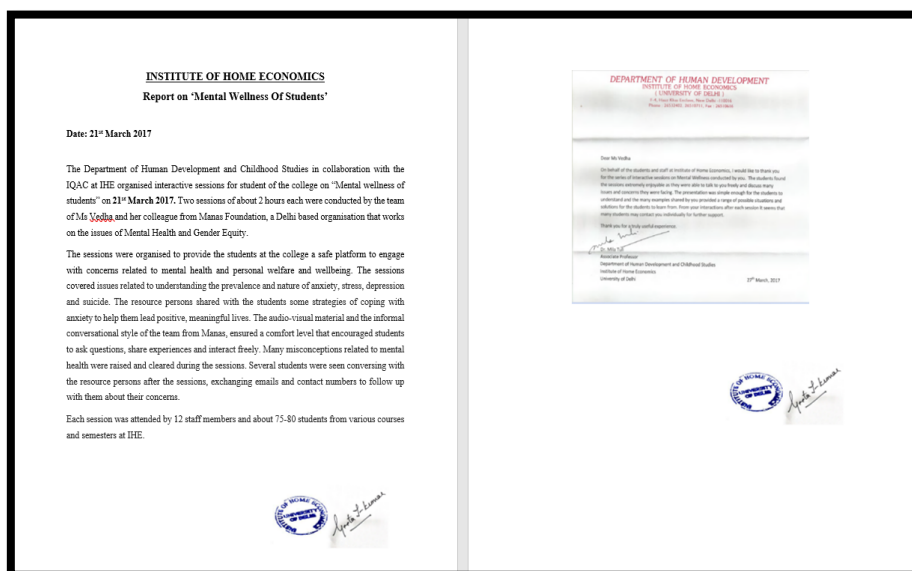


18. Workshop on Plagiarism and its Control (24th March 2017)



Report on 'Plagiarism and its control' workshop

19. Mental Wellness of students (21st March 2017)



Report of the programme



INSTITUTE OF HOME ECONOMICS

Training Session for Laboratory Staff on 'Standard Operating Procedure to Be Followed in College During Covid'

DATE OF THE EVENT: 12th February 2021

BRIEF REPORT ABOUT THE EVENT:

Training session was conducted by the Department of RMDA for the laboratory staff on ***'Standard Operating Procedure to Be Followed in College During Covid'***. The session on SOP's outlines various generic precautionary measures to be adopted in addition to specific measures to be taken when colleges are permitting students to prevent spread of COVID-19.

The session acquainted the staff members about the guidelines for Health and Safety protocols issued by government for Reopening of college and learning to follow Physical/Social Distancing protocols.

Demonstrations and role plays were conducted by the RMDA students for sensitizing the staff members about the novel coronavirus. Demonstrations were given on the following:

- Wearing of face masks properly
- Practicing physical or social distancing by making circles, putting arrows for defining distances.
- Ventilation of indoor spaces
- Use of elbow for coughing and sneezing
- Respiratory etiquettes
- Proper methods of hand washing

Various options of revised seating arrangements were shown and discussed, keeping in view the safety and security of the children and physical distance protocols. Besides this, trainer reinforced staff members to ensure that all work areas intended for teaching/demonstrations etc., including laboratories, other common utility areas shall be sanitized with 1% sodium hypochlorite solution, with particular attention to frequently touched surfaces, prior to resumption of activities.

During the session, it was also advised to display signages and markings in each laboratory for following respiratory etiquettes, enforcing distancing etc.

Instructional material and posters were made in both the languages and provided to the representatives of each lab for the display on key functional areas.



This capacity building initiative was proved successful and has fulfilled its desired outcome of sensitizing the staff members about the severity of Covid-19.



Gautam Kumar

INSTITUTE OF HOME ECONOMICS

FDP on ‘Advance Concepts in Google classroom and Google meet’

In continuation with its endeavor to enrich knowledge of faculty, another FDP was conducted by Website Committee and Department of Microbiology on “Advances in Google classroom and Google meet” on **30th January 2021**. Due to high usage of these platforms, many features have been upgraded by Google.

During this training, the resource persons, Dr Bhavya and Ms. Sheetal, Faculty, Ramanujan College, DU had explained various advanced features of both the tools. They had explained the process of integration of these tools with other Google tools like calendar to schedule the meetings, Google docs and sheet, YouTube, and Google drive to store and share the files. Teachers had learned how to create, distribute and mark assignments all within the Google domain. They had also learned integration of classroom with Google drive in which each class creates a separate folder in the respective user's Google Drive, where the student can submit work to be graded by a teacher. They had also explained the advance features of Google meet and its integration with Google classroom and Google calendar from where they can directly start meeting with students. They also explained how to achieve the classrooms and explained about some add-on apps. They also touch upon the use of plagiarism feature given in the classroom.

Many teachers were facing some issues while using these platforms. All these along with other queries of the faculty were also solved by Dr Bhavya and Ms Sheetal. The trainings were very much appreciated by the participants. More than 70 faculty members participated in the training.



Sheetal Kumar



**Institute of Home Economics
University of Delhi**



**Website and Automation Committee
&**

Department of Microbiology

(Under the aegis of DBT 'Star College Scheme' & IQAC, IHE)

Is Organizing

'Faculty Development Program'

On

**"Advanced concepts in Google Classroom and
Google Meet"**

Speaker: ~~Dr. Bhavya Abuja, Assistant Professor~~
~~Ms Sheetal Singh, Assistant Professor~~

Affiliation: Department of Computer Sciences
Ramanujan College, University of Delhi.

Date: 30th January 2021, 11.00 am onwards

Join us at:

Register at: <https://forms.gle/rETdkrJBp7XqWQHH7>

Join us at:

Patron:

~~Dr. Geeta Trilok Kumar~~

Convener:

~~Dr. Savita Aggarwal~~

~~Dr. Sunita Aggarwal~~

Moderator: ~~Dr. Arti Kumari (8800381417)~~



Geeta L. Kumar

INSTITUTE OF HOME ECONOMICS

One Day Training Program on ‘Biosafety and Waste management’

Different kind of wastes are generated daily in tons in Delhi having plastics, solid items and hazardous electronics, the management of which is utmost important as landfills are already overloaded. Bio-waste contain both medical and industrial waste and can affect humans adversely if not managed properly. Medical bio-waste that include discarded needles, sharps, syringes, scalpels blood vials, culture dishes & tubes, gloves and other glassware have to be handled and discarded with utmost care in a proper manner , otherwise may pose risk to the infection and health. Thus, the Department of Microbiology under the aegis of ‘DBT Star College Scheme and IQAC, IHE, had organized an online training session on "***Biosafety and Waste Management***" on **5th October, 2020** to create awareness regarding the biosafety and proper waste management to students, faculty and lab-staff.

The training was given in online mode by **Dr Sabin Syed**, faculty, Institute of Liver and Biliary Sciences, New Delhi. She had covered various topics related to the biosafety and the waste generated in biology labs mainly and also discuss the importance of segregation and collection of these waste separately before their disposal by the set standard protocol like sharps & needles should be collected in puncture-proof containers to avoid injuries and infection to the workers, bins should be placed in such a way that 100% collection is achieved. The collected biomedical waste marked with biohazard symbol should be stored in a proper place before treatment and disposal. The assessment was also done pre-and post-talk by a small questionnaire.

The training was attended by more than 120 participants includes faculty members, undergraduate students and laboratory staff from different DU colleges. The event was very successful and well appreciated by all.



Santa J. Kumar

On occasion of :

Biosafety & Biosecurity Month

1 OCT- 31 OCT, 2020

DEPARTMENT OF MICROBIOLOGY

Institute of Home Economics
University of Delhi

is organizing

One day training programme

ON

Biosafety and Waste Management



(under the aegis of DBT Star College Scheme and IQAC)

Date:
5th Oct, 2020



Time:
10:00 am – 1:30 pm

Speaker: Dr. Sabin Syed
Institute of Liver & Biliary Sciences






Webinar Link

<https://meet.google.com/jmr-jmmw-ajk?hs=122&authuser=0>

Registration Link

<https://forms.gle/nLthko14PQUtWcsU8>

 CONTACT	 SPEAKER	 TOPICS
<p>Patron: Dr. Geeta Trilok-Kumar (Director IHE)</p> <p>Coordinator: Dr. Sunita Aggarwal Dr. Arti Nigam</p> <p>Organizing Committee: Ms. Nikita Nagpal Dr. Arti Kumari Dr. Ashok Salni Ms Aayushi (Alumni)</p> <p>For any queries please contact Student Coordinators Somya : 8920878204, Adya : 9891842157</p>	<p>Dr Sabin Syed is a Dental surgeon with Master's in Hospital administration and health care. Her professional career spans about 7 years in multiple fields of public health including bio medical waste management, mercury free dentistry, sanitary waste, national health programs, viral hepatitis and healthcare technologies. She has worked across all levels and settings of the public health system, especially in the area of capacity building and training and preparing gap-analysis reports. Currently, Dr Sabin is Program coordinator –ECHO, ILBS, providing technical support in capacity building of health care workers across India in delivering quality hepatology care through ECHO and PRAKASH Programs. Prior to joining ILBS, she has completed a project in the capacity of senior training officer – Medical at the National Institute of Health and Family Welfare (NIHFW). She was also the part of district level monitoring committee for biomedical waste management in Delhi for various districts. She has worked with multiple institutes of repute including Municipal Hospitals, Toxics Units, Jeevan Mata Hospital and Shah Hospital.</p>	<p>Pre-Test (10:00 am)</p> <p>Session 1 : Biosafety Levels (10:30 am -11:45 am) What is Biosafety Need for Biosafety CDC Biosafety levels (1-4)</p> <p>BREAK (11:45am – 12:15pm)</p> <p>Session 2 : Biosafety and Waste Management (12:15 pm – 1:30pm) Why is Biosafety important? Work habits Disposal of sharps and waste Handling chemicals Spill Management Safety documentation</p> <p>Post Test and Feedback (1:30 am)</p>



Geeta Trilok-Kumar

INSTITUTE OF HOME ECONOMICS

FDP on ‘Online Teaching Using Google Classroom and Google meet’

In continuation with the training series for the online teaching learning tools, the Website Committee and Department of Microbiology, IHE has conducted online training session for the faculty on the use of *Google meet and Google classroom* for online classes on 22nd August 2020. Google Classroom is a free blended learning platform developed by Google for educational institutions that aims to simplify creating, distributing, and grading assignments. The primary purpose of Google Classroom is to streamline the process of sharing files between teachers and students. Google Classroom has many features which are integrated with other Google applications such as Google Docs, Google Sheets, Google Slides, Gmail, and Google Calendar which can be used to manage communication between students and teacher.

The talk was delivered by **Dr Bhavya Ahuja Grover**, Faculty Ramanujan College, DU. The resource persons explained the creation Google classroom. The speakers had also explained the use and basic features of the Google classroom to the faculty. They elaborated the process of account creation on Google classroom as well as procedure to invite or add Students to a particular class using unique "class code" or by imported automatically from a list. They also explained various features of classroom like - stream, where a teacher and students discuss on a topic in a chat mode; people, where teacher can view the names of students enrolled in that class; and classwork, where teachers can post material, assignment and quizzes to the students.

At that time teachers’ were using zoom app for the online classes with students but it's free version that had limited features, also the time limit of the meeting was less. So, the faculty was struggling with this and other type of online meeting tools. Thus, the resource persons had also explained the Google meet- a freely available video-communication service developed by Google- for taking online classes. It can be downloaded on the mobile as an app. So, using this teacher can connect their students anytime. Various features like whiteboards, recording etc. were also explained. Around 70 faculty members attended the meeting and learn a lot.



**Website and Automation
Committee**



**&
Department of Microbiology
Institute of Home Economics
University of Delhi**

(Under the aegis of DBT star College Scheme)

**are organizing
Faculty Development Program
on**

**“Online teaching using Google classroom and Google
meet”**

**Speaker: ~~Bhavya Ahuja~~ Grover, Assistant Professor
~~Ramanujan~~ College University of Delhi**

Date: 22nd August 2020

Time: 11.00 a.m. onwards

**Virtual Meeting on Google meet,
<https://meet.google.com/hea-fgdr-djn>**

Patron

Dr. Geeta Trilok Kumar (Director)

Organizing Committee

Dr. Savita Aggarwal

Dr. Sunita Aggarwal

Dr. Arti Nigam

Dr. Arti Kumari (8800381417)



Geeta Trilok Kumar

INSTITUTE OF HOME ECONOMICS

Training Session on ‘Introduction to Google classroom and Google meet’

Due to coronavirus pandemic, schools and universities worldwide have moved towards online learning to assure the continuity of academic activities as students were unable to attend colleges due to complete lockdown. Online education was considered as the panacea to save academic activities. Colleges started exploring various online teaching platforms and adopted methodologies for maintaining effective online teaching and learning environment.

On the similar lines, a training session on “Introduction to Google classroom and Google meet” was organized on **12th August 2020** by in-house faculty, Dr. Jyoti Aggarwal and it was attended by 75 faculty members.

During this training, the resource person, Dr. Jyoti Aggarwal, In-house faculty, Institute of Home Economics, University of Delhi had shown the basic interface of Google Meet and Google Classroom and explained its basic features. Hands-on-training was given to the participants.

Dr Aggarwal discussed the features one by one from both teacher’s and Students’ user-perspective. In regard to the **Google Meet**, following features were explained:

- Prerequisites
- How to Start a Meeting
- Meeting Options
- Google Meet Settings
- How to use Google Calendar to schedule Google Meet meeting
- How to share your screen and attachments etc.

Further, Google Classroom Icons were explored and discussed individually which covered the following areas such as:

- Create new Google Classrooms

- Invite students to enroll in your Google Classroom
- Post Welcome Messages, Announcements, Assignments, Questions, Quizzes for students in Google Classroom
- Perform accurate assessments for students using **Rubric** which is new feature introduced in Jan-2020.
- Invite other teachers to become co-teach with you

Queries and doubts were clarified simultaneously during the training itself. Trainer also explained the students' user-interface, that how Students will be able to join new classes, understand grading system works using 'Marks' and 'Rubric' and participates in multiple topics including - Assignments, Topics, Questions, Quiz Assignments etc.

Faculty members felt more comfortable and enjoyed, appreciated the training.



Geeta S. Kumar

INSTITUTE OF HOME ECONOMICS

Orientation Session on ‘MS Teams’

Date: 4 August 2020

Due to the advent of the pandemic, Teaching has transformed to the digital mode. Online platforms have also taken up the task of enhancing the user experience by launching new features. Since March 2020, the website and automation committee of IHE had been actively involved in supervising the conduction of online classes through uploading of study materials. The committee members explored various platforms for smooth conduction of online classes like Moodle, MS teams, Google classrooms and Google meet.

The committee collaborated with Microsoft teams to set up the learning management system, facilitated preparation of data to be provided to MS teams for creation of faculty ids. A two hours training program was conducted by resource persons for MS Teams on **August 4, 2020**, on the use of Microsoft teams and attended by 70 faculty members.

The entire functioning of MS Teams was explained with an online demonstration. Features were explained such as selecting teams, Join/create teams, screen sharing, assign, track and grade assignments, sharing files etc. The faculty members asked questions to sort out any doubts they had.

The faculty members at that point of time found MS Teams to be more complicated than Zoom or Google meet since they were already used to these platforms. Since the University had permitted the use of either Google meet or MS Teams for online classes, the faculty at IHE continued the use of Google classrooms.

However, Sine MS Teams offers more features and many colleges using the platform find it very efficient and effective, the college may shift to the platform later if required.

The image shows a circular official stamp of the Institute of Home Economics, University of Delhi. To the right of the stamp is a handwritten signature in blue ink, which appears to read "Anita J. Kumar".

INSTITUTE OF HOME ECONOMICS

Webinar on ‘Effective course designing and assessment using Moodle’

Due to lockdown in the country, the offline teaching has been shifted into online system in March 2019. Most of the faculty as well as students had never received any training or learning regarding online teaching. Even many of them didn't know about the tools which could be used to deliver their lectures to the students in an effective way. Most of the faculty has struggled to find a reliable online tool which can be assess freely also as many of them are paid. To keep this in mind, Department of microbiology in association with Website Committee, IHE decided to conduct online webinars and training sessions under the aegis of ‘DBT Star College Scheme and IQAC, IHE on various freely available ‘Online platforms’ to empower the faculty so that they can deliver their lectures to the students very effectively and can manage their other classroom activities such as scheduling online tests and assignments etc.

The first online webinar on “*Effective course designing and assessment using Moodle*” by **Dr. R. C. Sharma**, Associate Professor, School of Global Affairs, Dr. B. R. Ambedkar University was conducted on **16th July, 2020**. Moodle is a free and open-source learning management system (LMS) which is distributed under the General Public License (GNU). It is developed on pedagogical principles and used for blended learning, distance education, flipped classroom and other e-learning projects in schools, universities, workplaces and other sectors. In Moodle educators can create online courses/lectures/classes/study material with a focus on interaction and collaborative construction of content and can effectively deliver their content to the students. As a E-platform, Moodle has number of features which helps the educators to manage their teaching learning activities such as sharing class notes or material, taking assignment or test and their evaluation etc. on daily basis. It is just like an online classroom in which student can register themselves and assess those different activities. Using this LMS, a teacher can schedule his/her lectures as per daily or weekly basis which can be assessed by the students on scheduled time and date. The learning material can be in the form of ppt., notes, pdf, audio or video clips, YouTube links etc. Dr Sharma had explained all these aspects of the Moodle LMS starting from the registration process to this system till the assigning of assignments and tests and further their evaluation to the faculties. Around 90 faculty members had benefited by his talk.



Website and Automation Committee



& Department of Microbiology Institute of Home Economics University of Delhi

(FDP pgm under the aegis of 'DBT Star College Scheme')

are organising a webinar on

'Effective course designing and assessment using Moodle'

Speaker: Dr. Ramesh Chander Sharma, Associate Professor

Affiliation: School of Global affairs, Dr. B. R. Ambedkar University,
Delhi

Date and Time: 16th June 2020, 11.00 a.m. onwards

Virtual Meeting on Cisco Webex

Registration Link: <https://forms.gle/rETdkrJ8p7XqWQHH7>

Organizers:

Dr. Savita Aggarwal
Dr. Sunita Aggarwal
Dr. Arti Nigam

Dr. Sonia Chaudhary
Dr. Ashok Saini
Dr. Arti Kumari

For any query, Pl contact:

Dr Ashok Saini (7827273335)
Dr Arti Kumari (8800381417)



Arti Kumari

INSTITUTE OF HOME ECONOMICS

Webinar on ‘Sustainability in Textiles and Apparel: Roadmap to Future’

Date: 10 June, 2020

Time: 5.00-7.10 pm.

Department of Fabric and Apparel Science, Institute of Home Economics, organised a webinar titled, ‘Sustainability in Textiles and Apparel: Roadmap to future’ on **10 June 2020**.

‘Sustainable fashion’ is understood as a holistic approach to the design, production, sale, consumption and use of clothing, accessories and footwear that conserves and restores ecosystems whilst respecting and protecting the human rights of people and enabling equitable development of communities. In practice this means considering the way clothing is designed; what materials are used; how those materials are sourced; how clothing is manufactured; who is involved in these processes and what economic and working conditions they are facing; how products are transported across the world; how quickly we are consuming and discarding our clothes; how we look after our clothes; what happens when we dispose of them and so much more.

Through this webinar concepts of fashion design for sustainability principles and practises were explored not only from a knowledge acquisition perspective, but also from a capabilities perspective. The ideas around design actually involve collaboration, cooperation, the ability to negotiate and deal with the ambiguities of our changing times. This webinar was a great example of that. Having an industry and academic co-created webinar, efforts were made to bring the theory, the practice and application of both into one place.

Speakers: Three speakers working in field of sustainable fashion gave presentations during the webinar.

- **Dr. Charu Jain:** “Senior Advocacy Manager,” Raw Materials, Laudes Foundation, Gurugram, Haryana, India.
- **Dr. Anupama Pasricha:** Chairperson, Department of Apparel, Merchandising, and Design at St. Catherine University, St. Paul, Minnesota, U.S.A.
- **Akanksha Sharma:** Co -founder of TextileGenesis™ - The pioneering Block Chain based traceability platform, Bengaluru, India.

Audience: Students, research scholars, faculty and staff from various universities and educational institutes benefitted from the latest developments in field of sustainability discussed during the webinar. Few industry people also attended the webinar.

Webinar Link: <https://meet.google.com/dzj-eiji-jdz>.



INSTITUTE OF HOME ECONOMICS

Report on ‘Awareness-cum-sensitization programme’

to celebrate

International Disability Day Celebration

International Day of Persons with Disabilities (IDPD) is a UN day that is celebrated every year on 3 December. The day is about promoting the rights and well-being of persons with disabilities at every level of society and development, and to raise awareness of the situation of persons with disabilities in all aspects of political, social, economic, and cultural life. This day reinforces the importance of securing the rights of people with disabilities, so they can participate fully, equally and effectively in society with others, and face no barriers in all aspects of their lives.

On the occasion of International Disability Day (**3rd December 2019**) an awareness-cum-sensitization programme was organized for the non-teaching staff of the Institute. Eminent filmmaker Mr. Satish Kapoor was the chief guest for the event. Screening of documentaries related to disability and discussions around etiquettes regarding were the highlights of the event. Remarkable participation of the staff made the event very successful. Celebration of this day through this programme has gave us the perfect opportunity to further our knowledge and awareness about disabilities.





Arata J. Kumar

INSTITUTE OF HOME ECONOMICS

Orientation Programme

on

GEM & CPPP

Organised by the Purchase Committee

for Teaching and Non-Teaching staff

The purchase committee organized an orientation programme on Wednesday, **16 October 2019** from 11.30-1 pm in the computer lab for training staff and non-staff members for handling purchases from GEM portal.

Program intends to facilitate understanding of processes related to purchasing from Government e Marketing (GEM), Central Public Procurement Portal (CPPP) and related domains.

All teacher-in-charges nominate 1-2 lab assistant from each lab to attend the same. The concerned persons from accounts and administration department and members of the purchase committee also attended the training.

Dr. Ashok Saini and Dr. Sandeep Yadav facilitated the meeting along with Ms. Sharmila Rathee and explained various steps for buying products on GEM through direct purchase and bidding. Various doubt and concerns of the participants were resolved. After the initial briefing, a hand-on session for participants was also conducted.



Arata Kumar

INSTITUTE OF HOME ECONOMICS

Training for cleanliness staff on ‘Organic Waste Composting and Working of Aerobins’ in collaboration with

Indian Pollution Control Association (IPCA)

Date of the event: 24 July 2019

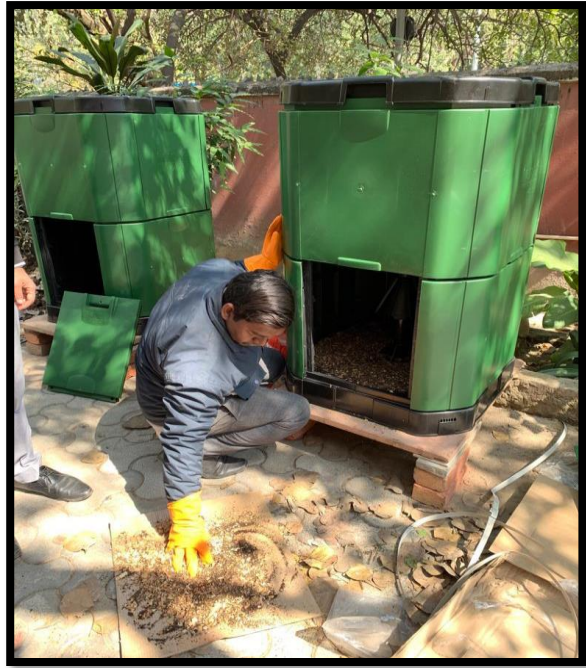
India faces numerous problems due to lack of waste management plan and lack of involvement of different stakeholders in systematizing waste collection and disposal. In response to this need, Indian Pollution Control Association (IPCA) has launched a project “**S.O.R.T.**” (**Segregation of Organic-Waste for Recycling and Treatment**) supported by Swarn Lata Motherson Trust in Delhi/NCR. In this project waste will be minimized by source segregation and composting through a Sustainable Approach of Solid Waste Management.

On similar lines, IPCA has installed Aerobins in the premises of Institute of Home Economics (IHE) under the project ‘S.O.R.T’. Aerobins convert organic waste into compost within 40 days in a hygienic and environment friendly way. Thus, compost can be made by utilising organic waste or household waste.

Since the ultimate responsibility of disposal rests on Cleanliness Staff of the college to collect waste and dispose, thus IPCA facilitated the training towards educating them on Composting of bio-degradable through Aerobins, health issues during handling of waste and health prevention measures. The resource person was Dr. Priyanka Kulshrestha, Head, Research and Communication, Indian Pollution Control Association.

During training session, Dr. Priyanka Kulshrestha, Head, Research and Communication, Indian Pollution Control Association has also conceptualized the volunteer students regarding this project with the aim to maximize the utilization of resources for reducing waste, which would indirectly result in less air, water and soil pollution, reduce pressure on landfill sites and reduce cost on transportation.

Demonstration was given by Dr. Priyanka Kulshrestha from IPCA to the Cleanliness staff, lab-staff, some students and faculty volunteers to show the functioning of Aerobins and its maintenance in detail. Harvesting cycle of compost-making was also explained.





Apna J. Kumar

INSTITUTE OF HOME ECONOMICS

Workshop on “Segregation of Organic Waste for Recycling and Treatment” (SORT)

for

Non-teaching/Laboratory Staff

In Collaboration with Indian Pollution Control Association (IPCA)

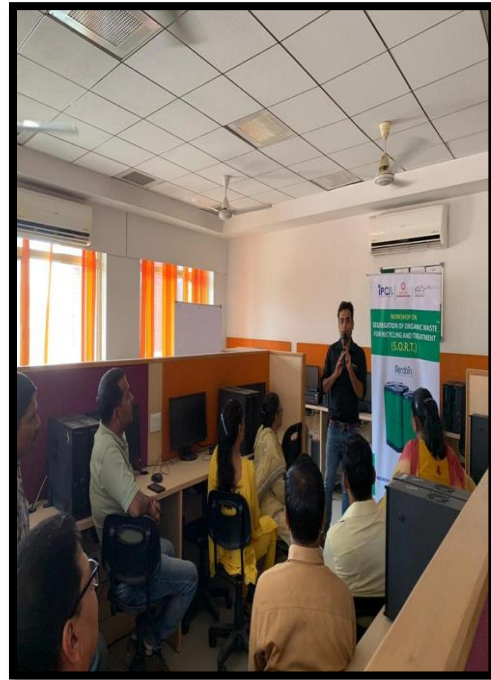
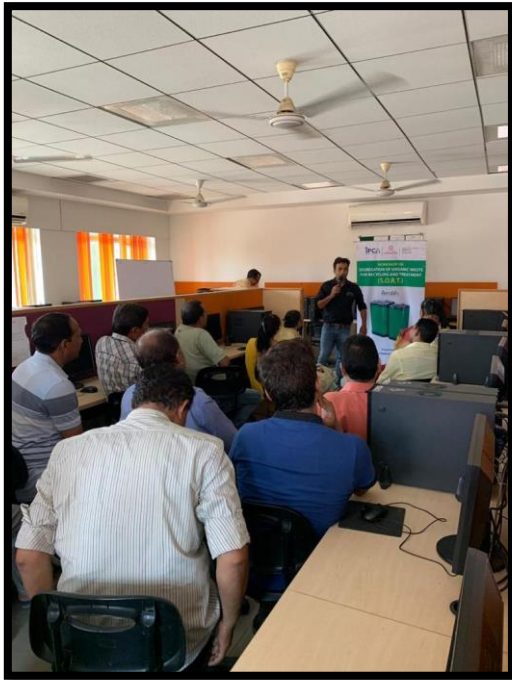
Date of the event: 4 July 2019

Under the project ‘S.O.R.T’ (SEGREGATION OF ORGANIC-WASTE FOR RECYCLING AND TREATMENT), Department of RMDA in collaboration with Indian Pollution Control Association (IPCA) installed ‘Aerobins’ in the premises of Institute of Home Economics. ‘Aerobins’ are composter bins which are very innovative with respect to their design and can convert organic waste into compost within 40 days without any chemical and electricity in a hygienic and environment friendly way. Installation of Aerobins was an important step to reduce waste in the college premises.

This project aims to minimize waste by source segregation and composting through a Sustainable approach of Solid Waste Management. Demonstration was done for the students, faculty members, lab-staff, college care-taker, waste-pickers etc. to show the functioning of Aerobins. The resource person was Mr. Rahul from Indian Pollution Control Association.

Resource Person updated the participants regarding the remarkable impact of SORT project on the environment, society and economy. Another major outcome of this project was also shared that almost all the organic waste got converted into compost at the project location itself and no wet waste going out from the project location for dumping, waste collectors are getting much clean and less contaminated recyclable waste, thereby reducing the health risk of waste workers and they are now able to sell recyclable waste at a better price.

Further, invited resource person Mr Rahul from IPCA has created awareness on source segregation and waste management practices for non-teaching staff/Laboratory staff of the college and motivated them to adopt a practice of source segregation in their department laboratories for the making the project a success.



Arta L. Kumar

INSTITUTE OF HOME ECONOMICS

REPORT

on

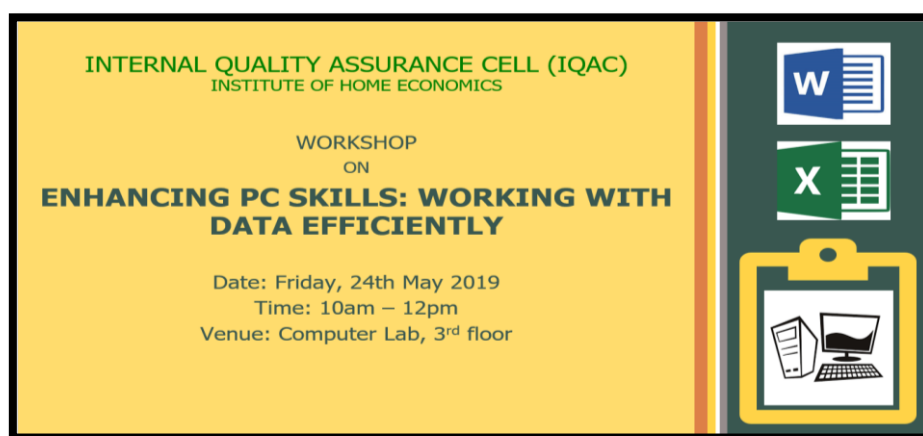
‘ENHANCING PC SKILLS: WORKING WITH DATA EFFICIENTLY’

Microsoft Word and Excel have now become the most commonly used software in education. A workshop was conducted on ‘Enhancing Pc Skills: Working With Data Efficiently’ on Friday, **24th May 2019** between 10am-12pm in the Computer Lab at IHE.

The workshop was attended by 25 non-teaching staff and garnered a very enthusiastic response.

The workshop started with an introduction by the teachers-in-charge Ms. Archana Bhagat and Dr Meghna created awareness regarding the conduct and importance of this workshop. The resource person was Mr. Rakesh Ranjan, Computer-in-charge IHE. He began by giving an introduction to MS-Word and MS- Excel. Two participants were assigned a computer. Mr. Rakesh gave the participants a hands-on experience in using these applications and solved their doubts. He taught them how to convert raw data into meaningful information and highlighted ways in which these could be used by the participants to manage their labs more efficiently.

All participants were given a certificate at the end of the workshop.



Arata J. Kumar

INSTITUTE OF HOME ECONOMICS

Seminar on “Towards a sustainable environment” by IQAC

on

12th March 2019

IQAC organized a seminar on “Towards a sustainable environment” on 12th March, 2019 at 10 am, in the conference room. The following three speakers were invited:

- Dr. Suman Jain, Dept of Physiology, AIIMS, spoke on “Effect of sound enriched environment on brain development”
- Prof. Anil Kansal, Head, Coca Cola Dept. of Regional water studies, spoke on “Urbanization and sustainable habitat”
- Ms. Sharmila Sinha, Environmentalist, spoke on, Aravalli: The oldest watershed of the earth and why we need to save it.

The seminar was well attended by around 100 undergraduate students of Home Science, Microbiology, Biochemistry and Food technology.



Prof. Anil Kansal

INSTITUTE OF HOME ECONOMICS

INTERNAL QUALITY ASSURANCE CELL, IHE

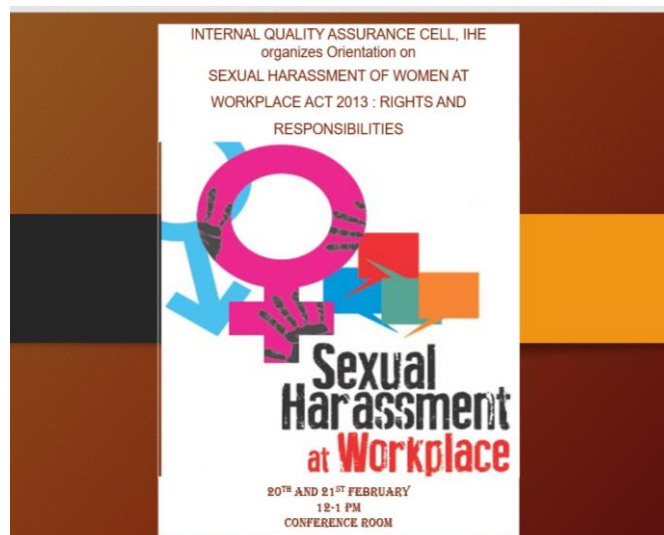
organizes Orientation on

‘SEXUAL HARASSMENT OF WOMEN AT WORKPLACE ACT 2013: RIGHTS AND RESPONSIBILITIES’

The IQAC of IHE organized two-day workshop on Sexual Harassment at the workplace for the students, teaching and non-teaching staff of our college. Spanning for more than an hour, the workshop was scheduled on **20th and 21st February 2019**. The workshop traced the historical journey of VISHAKHA guidelines by going back to the case of Bhanwari Devi, who was gang raped by the upper caste men of the community and then later was ostracized by the village. Following this, the workshop had two parts:

- (i) The first part covered the basics of understanding the terms like sexual harassment, workplace and aggrieved woman.
- (ii) The second part informed the group about the rights and responsibilities related to the guidelines.

This was followed by an engaging discussion with students and staff where their questions and queries were addressed.




Dr. Anita S. Kumar

INSTITUTE OF HOME ECONOMICS

Two-days Workshop on ‘IPR: its genesis, significance and compliance’

Intellectual property rights (IPR) plays a significant role on trade of every nation. These are the rights given to persons over the creations of their minds. In this digitized world, there stands a higher risk of creative ideas getting stolen without the consent of the author. The need for strong IP laws gives an overall contribution in the economy of the respective state. With the increase in the importance of IP, instances of IP crimes have become the part and parcel of the digitized era sometimes even leading to failure of businesses. Authors rely on adequate protection of their patents, trademarks, and copyrights, while customers make use of IP to ensure that they purchase secure, assured goods. So, to increase the awareness of IPR and related issues among the students and faculties, Department of Microbiology, Department of Biochemistry, Department of Food & Nutrition, Department of Fabric and Apparel Sciences, has conducted two-days’ workshop on “**IPR: its genesis, significance and compliance**” from **13-14th September, 2018** under the aegis of DBT Star College Scheme (Detailed Program of Workshop is annexed).

The workshop was started with the address by Director, IHE, Prof. Geeta Trilok Kumar and the

key note address was delivered by **Mr. R. Saha**, Senior Advisor CII on ‘**Importance of IPR and its Protection**’. During the five technical sessions, eminent speakers from the academia, industries and law firms, including **Ms Nupur Maithani** (Partner, Anand & Anand), **Dr Rashmi Tandon** (fr. Research Associate, IPR Cell, DU), **Dr. Prosenjit Chattopadhyay** (Joint Director, Lakshmikumaran & Sridharan Attorneys), **Prof Alka Chawla** (Faculty of Law), **Dr Ramesh C Gaur** (Director (Library & Information) & Head-IGNCA), **Dr Aruna** (IPR Scientist, TIFAC-DST), **Ms Jyoti Chauhan** (Effectual IP Services), **Dr Chitra Arvind** (Patent Attorney, Lex IP Care), **Mr. DC Gabriel** (Managing Partner, Lex IP Care) and **Dr TSR Murali** (fr. Director Mother Dairy and Pepsico) had thrown light on various issues related to IPR, IPR laws and its significance, their types including patents, trademarks, copyrights, secrets and so on. The procedure and requisite for filing the patents in India and abroad and the difficulties faced were also discussed in length. The workshop was attended by around 110 participants includes faculty members and undergraduate students from different DU colleges. The event was very informative and interactive. Lots of questions were asked by the

participants and well appreciated by all. The workshop was ended with the feedbacks from the participants and vote of thanks.



Institute of Home Economics
(University of Delhi)
F-4, Hauz Khas Enclave, New Delhi- 110016



Programme for Two-Day workshop on

IPR: its Genesis, Significance & Compliance
(under the aegis of 'Star College Scheme, DBT and IQAC')

DAY 1: 13th September 2018 (Thursday)

9:30 am	REGISTRATION
10:00 AM to 11:15 AM	<p style="text-align: center;">OPENING SESSION</p> <p>Welcome Address: Organizing committee member, IHE</p> <p>Opening Address: Dr Geeta Trilok Kumar, Director, IHE</p> <p>Key Note Address: 'Importance of IPR and its Protection' Mr. R. Saha, Senior Advisor CII (former Director PFC, TIFAC, DST)</p> <p>Vote of Thanks: Organizing committee member, IHE</p>
11:15 to 11:45 AM	TEA/COFFEE
11:45 AM to 1:15 PM	<p style="text-align: center;"><u>Technical Session 1: Industrial Property Rights</u></p> <ul style="list-style-type: none"> • Patent & Patenting Procedures -Ms Nupur Maithani, Partner, Anand & Anand • Registration Procedures for Trademark, Industrial Designs, GI, IC Layout -Dr Rashmi Tandon, fr. Research Associate, IPR Cell, DU • Patentability of inventions & Patentability Assessment. -Dr Malathi Lakshmi Kumaran, Director Patents, Lakshmikumaran & Sridharan Attorneys
1:15 PM to 2:00 PM	LUNCH
2 PM to 3.30 PM	<p style="text-align: center;"><u>Technical Session 2: Copyrights & Misconduct</u></p> <ul style="list-style-type: none"> • Copyrights, legal framework and infringement issues - Prof Alka Chawla, Faculty of Law, DU • Plagiarism and its avoidance

	<ul style="list-style-type: none"> - Dr Ramesh C Gaur, University librarian, JNU • Counterfeiting and Piracy - Dr Aruna, IPR Scientist, PFC, TIFAC-DST
3:30 PM to 4:30 PM	<u>Technical Session 3: PatInformatics and Prior Art Search</u>
	<ul style="list-style-type: none"> • Prior art Searches and finding status of patent application. Ms Jyoti Chauhan, Effectual IP Services
<u>DAY 2: 14th September, 2018 (Friday)</u>	
10:00 to 11:15 AM	<u>Technical Session 4: Biotechnology and Intellectual Property Rights</u> <ul style="list-style-type: none"> • Patentability issues in Biotechnology inventions -Dr Chitra Arvind, Patent Attorney, Lex IP Care, Gurgaon • Traditional Knowledge & Biodiversity Issues. - Mr. DC Gabriel, Managing Partner, Lex IP Care, Gurgaon
11:15 to 11:45 AM	TEA
11:45 AM to 1:00 PM	<u>Technical Session 5: Monetising Intellectual Property</u> <ul style="list-style-type: none"> • Innovation, IP Management and Technology Transfer -Dr Rekha Chaturvedi, fr IPR Chair Professor, DU • Developing technologies and developing modules, using attorneys to protect technologies -Dr TSR Murli, fr. Director Mother Dairy and Pepsico
1:00 PM to 1:45 PM	Valedictory Session and wrap up <ul style="list-style-type: none"> • Concluding Remarks • Some thoughts from the participants • Distribution of the participation certificates
1:45 PM to 2:30 PM	LUNCH



Jyoti S. Kumar

INSTITUTE OF HOME ECONOMICS

Report of One Day 'Training programme on Academic Administration 'held on 11.10.2017 for staff of university and its colleges at Conference Room

A One Day Training programme on Academic Administration held on **11.10.2017** for staff of university and its colleges under the aegis of the IQAC, Institute of Home Economics. Applications were invited from staff of the University and its Colleges. A fee of Rs 500 was charged which could be reimbursed to the participant by the parent organization. A total of 47 persons attended the course and were awarded certificates for the same.

The programme was inaugurated by the Director, Institute of Home Economics. The first session was conducted by **Dr Vikas Gupta, Joint Registrar, DU** who spoke on Governance and the GFR- 2017 rules, very clearly giving details about them.

Mr Virender Kumar, AO of Venkateswara College spoke on disciplinary proceedings and the procedures to be followed.

The post lunch sessions had **Mr Ankit Gupta, a Chartered Accountant** talking about the new accounting procedures including TDS and GST and **Dr. Jwala Prasad, Asst Registrar Delhi University** who spoke on Ethics and its relevance today.

All talks were very well received and the participants took this opportunity to also clarify many doubts they had. The valedictory session ended with distribution of certificates and a vote of thanks.

Time	Session / Topic	Speakers
10.00am - 10:30am	Introductory session	
10:30am - 11:30 am	Session 1 Governance, GFR-2017	Dr. Vikas Gupta, Joint Registrar, University of Delhi
11.30am - 11:45 am	Tea break	
11:45a.m - 1:00pm	Session 2 Disciplinary Proceedings	Mr. Virender Kumar, AO Venkateswara College
1:00 pm - 2:00 pm	Lunch	
2:00pm - 3:00pm	Session 3 TDS, GST	Mr. Ankit Gupta, CA
3:00 pm - 3:15pm	Tea break	
3:15 pm - 4:15pm	Session 4 Ethics	Dr. Jwala Prasad, Assistant Registrar, University of Delhi
4:15pm - 5:00pm	Valedictory session	



INSTITUTE OF HOME ECONOMICS

Report of programme on Issues related to ‘Plagiarism and Its Control’ held on for faculty and PG students of Institute of Home Economics in the Conference Room

Avoiding plagiarism is important. A workshop was held on Issues related to “Plagiarism and Its Control” on **24 March 2017** for faculty and PG students of Institute of Home Economics under the aegis of the IQAC, IHE. A total of 43 persons attended the workshop. Dr Narender Kumar, Deputy Librarian, Central Library, Delhi University was the Guest speaker.

He discussed the various forms of plagiarism that exist and also how researchers should be careful to avoid them. He also described the different plagiarism detecting software available in the market and also the free versions online. He also stated that Delhi University library system was giving plagiarism detection software to each college and IHE could also receive one.

The session was very useful for the attendees who also asked several questions to clarify their doubts.



Narender Kumar

INSTITUTE OF HOME ECONOMICS

Report on ‘Mental Wellness of Students’

Date: 21st March 2017

The Department of Human Development and Childhood Studies in collaboration with the IQAC at IHE organised interactive sessions for student of the college on “**Mental wellness of students**” on **21st March 2017**. Two sessions of about 2 hours each were conducted by the team of Ms Vedha and her colleague from Manas Foundation, a Delhi based organisation that works on the issues of Mental Health and Gender Equity.

The sessions were organised to provide the students at the college a safe platform to engage with concerns related to mental health and personal welfare and wellbeing. The sessions covered issues related to understanding the prevalence and nature of anxiety, stress, depression and suicide. The resource persons shared with the students some strategies of coping with anxiety to help them lead positive, meaningful lives. The audio-visual material and the informal conversational style of the team from Manas, ensured a comfort level that encouraged students to ask questions, share experiences and interact freely. Many misconceptions related to mental health were raised and cleared during the sessions. Several students were seen conversing with the resource persons after the sessions, exchanging emails and contact numbers to follow up with them about their concerns.

Each session was attended by 12 staff members and about 75-80 students from various courses and semesters at IHE.