



**UNIVERSITY GRANTS COMMISSION
HUMAN RESOURCE DEVELOPMENT CENTRE
GOA UNIVERSITY
organises a**

Training Programme on Academic Administration

From 20.07.2022 to 22.07.2022

For

**College / University that are included under
Section 2(f)/12 (B) of the UGC Act**

Click on the following link to apply

https://www.unigoa.ac.in/uploads/config_docs/20210722.102713~HRDC_Application_Form.pdf

Dr. Ingrid Anne P. Nazareth, Asst. Professor/Course Coordinator

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UGC-Human Resource Development Centre

Goa University

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REPORT

1. UGC-HRDC, Goa University conducted its Training Programme on Academic Administration. Thirty five participants registered for the course. Participants were from Goa. There were 35 Local participants. The Course was conducted under the leadership of Director-in-Charge, Prof. Purva Hegde Desai and coordinated by Dr. Ingrid Anne P. Nazareth, Assistant Professor, HRDC, Goa University.
- 2 Prof. Purva welcomed the participants for the inaugural function of the Workshop which was inaugurated by Prof. Vishnu S. Nadkarni, Registrar, Goa University. Dr. Ingrid Anne P. Nazareth gave a brief overview of the course and gave the vote of thanks.
- 3 4 lecture sessions were delivered daily between 10:00 a.m. and 5:00 p.m. with a lunch-break of 1 hour at 1:00 p.m. The Course was enriched with well experienced resource persons from across the State of Goa.
- 4 The topics during the programme were as follows: (1) Academic Administrators as facilitators of Higher Education in Goa (2) Leadership in action (3) Noting and Drafting + Practical's, Importance of Record Management (4) Administrative Support for NAAC (5) University Management System (6) Strategic Planning and Management (7) Mindful Eating for a Healthy Lifestyle (8) Academic Administration : An outsider's view.
- 5 Dr. Ingrid Anne P. Nazareth welcomed the participants for the valedictory function of the Training Programme on Academic Administration. Dr. Murari Tapaswi, former Chief Scientist, N.I.O., Goa delivered the valedictory speech to the participants. Some of the participants gave their feedback about the course. Dr. Ingrid Anne P. Nazareth read the course report and gave the vote of thanks.

We are enclosing herewith:

- a. Time-table
- b. List of Resource persons and topics.
- c. Participants details
- d. Evaluation Participants Summary
- e. Participants Evaluation Sheet



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(Prof. Purva G. Hegde Desai)
Director-In-Charge-UGC-HRDC
DIRECTOR
HUMAN RESOURCE DEVELOPMENT CENTRE
GOA UNIVERSITY
GOA - 403 206

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UGC-Human Resource Development Centre

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Training Programme on Academic Administration

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Participants Details

Sr. No	Name of the Participants	College Address	Phone No.	E mail ID of Participants
1	Mr. Abhijit S. Karpe	Goa University	--	--
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