



Report Submission: 19/05/2026

Semester:	EVEN	Academic Year	2025–26	Venue:	Business Lab, AIGS
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Event Date:	13 -05- 2026 to 18 -05 - 2026	Time:	:03:00PM to 05:00PM	Duration:	2 Hour Each Day
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TYPE OF EVENT: Orientation

Event Name: Faculty Orientation of Newly Joined Faculty Members

Target Audience:	Newly Joined Faculty Members	Number of Participants:	06
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Objectives:

1. To orient the newly joined faculty members of AIGS.

Program Introduction:

The faculty orientation program serves as a crucial initiation for new educators, providing them with a comprehensive introduction to the academic institution's culture, policies, and resources. Designed to acclimate faculty members to their roles and responsibilities, the program aims to foster a sense of community, collaboration, and commitment to educational excellence. Through a series of workshops, presentations, and interactive sessions, participants gain insights into the institution's mission, values, and strategic goals. Additionally, the orientation equips faculty with essential information on curriculum, technology, support services, and professional development opportunities, empowering them to navigate the academic landscape with confidence. By facilitating connections among faculty members, administrators, and support staff, the orientation program establishes a foundation for a collaborative and dynamic academic community.

Theme of the Event:

As the name states it is an orientation for newly joined faculty members.



Detailed Report:

Faculty Orientation Program: A brief, essential introduction for newly hired faculty members at educational institutions. Its purpose is to familiarize them with institutional policies, procedures, and resources. The program covers topics such as curriculum guidelines, teaching methodologies, assessment strategies, and professional development opportunities. Through this program, faculty gain valuable insights to enhance their teaching abilities and contribute effectively to the institution's academic mission.

On 13th May 2026, session of faculty orientation program started with the formal introduction of the event by Mrs. Mohana Kumari S, AIGS HR-Coordinator. After the introduction, there was an Dr. Gurunath Rao Vaidya, Principal has addressed all the newly joined faculty members. Principal Sir oriented faculty members with sir's experience and sir explained how to be professional. It was very interesting and principal sir discussed about vision and missions of the institute and guided all the paths to achieve objectives of the organization. At the end of first session, sir guided audience to grow individually with the growth of organization.

On 14th May 2026, Dr. Shaila, Chief Proctor and Mrs.Venkata Padmaja has given a one-hour orientation on proctorship. As a chief proctor mam has delivered a session which included all the information what a proctor should aware of as a part of his/her duty. It starts from how to schedule a meeting in ERP, how to mark attendance of meeting in ERP. How to conduct meeting with parents and how to document it.

On 14th May 2026, Mr. B N Manoj, Training Placement Coordinator has given a half-hour session on training and explained how training is important for both faculty members and for students. He elaborates how training is important for faculty members to enhance their teaching skills and how training is important for students to make them corporate ready.

On 15th May 2026, Dr. Usha Sai Kiran, R&D Coordinator, AIGS has delivered an amazing session on research. Sir has given an overview on research which included, how to write a paper, how to publish a paper, what is UGC recommended journals and what is Scopus publications etc., it was a very informative session for all the audience.

On 15th May 2026, there was an IQAC coordinator address by Mr. Abrar Hussain, IQAC coordinator to newly joined faculty members. It was a most important session for all newly joined faculty members as we bagged NAAC A+ Accreditation in our 3rd cycle. Sir has explained all seven criterions in detail and helped all candidates to enhance their knowledge about SSR.

On 18th May 2026 there was an OBE taskforce session headed and presented by Mr. Aditya U Diwan, OBE Coordinator, AIGS. Sir has explained all the important aspects related to OBE and COPO mapping. Sir has explained about course outcome, Program outcome and program specific outcome and it's important.

Faculty orientation has come to an end by extending a thanks to all our speakers and participants.

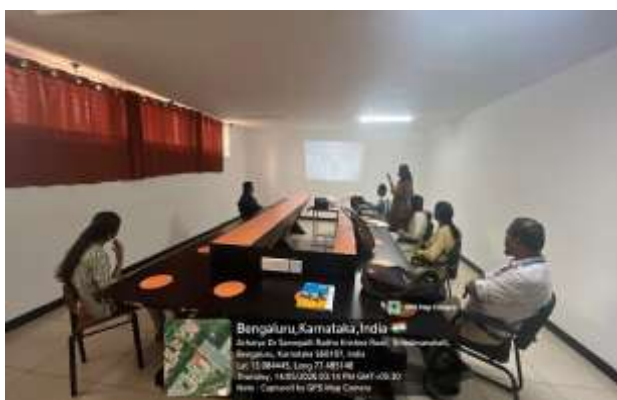
Glimpse of Faculty Orientation Program



(Principal Sir Address and Mr. Aditya U Diwan addressing about OBE)



(Mr. Abrar Hussain addressing about IQAC and Mr. B N Manoj addressing about Training & Placements)



(Dr. Shaila addressing about Proctorship and Dr. Usha Sai Kiran addressing about R&D)



Outcomes of event:

- Faculty members are oriented.
- Faculty members are educated about academic works.
- Faculty members are educated about OBE related works.
- Faculty members are enhanced about research process.
- Faculty members are educated about proctorship.

Conclusion and Audience Feedback Summary:

It was a very educative and informative program which helped faculty members to understand the vision, Missions and objectives of the organization. Faculty members are educated about Academics, OBE, Research and proctorship. Faculty members rated excellent for all sessions.

