

## REPORT

**Event Name:** Four days Faculty Development Program on "Enhancing Professional Conduct, Financial Governance & Technological Proficiencies."

**Organised by:** Internal Quality Assurance Cell

**Dates:** 15<sup>th</sup> to 18<sup>th</sup> January 2025

### **DAY - 1**

A four-day Faculty Development Programme from 15 to 18 Jan 2025 was organized on the topic "Enhancing Professional Conduct, Financial Governance and Technological Proficiencies" by IQAC at Government Post Graduate College for Women, Sector 14, Panchkula. The programme was inaugurated by lighting of the lamp by the Chief Guest Dr. Suman Bhatia, DHEO & Principal, Government College for Women, Saraswati Nagar, Yamuna Nagar, Dr. Richa Setia, Principal, Government Post Graduate College for Women, Panchkula and Mrs. Tara Jayant, In-charge of IQAC.

The first session was conducted by the resource person Col. Rajiv Bagga (retd). Col. Rajiv Bagga has experience of 33 years of military service and was a part of a Special Action Group (SAG) in Army in Kashmir valley, an expert in instrumental planning in all kinds of operations. He is a multifaced personality which includes marathon runner, motivational speaker, counsellor and an expert for SSB Exam. The main concept of his session was "Warrior's Wisdom-An art of living as learnt in Military Career" and it was applicable in all the professional fields. The salient features covered in his lecture were detachment from peripheral things which we come across in our day-to-day life and perceive nature as our best mentor. He motivated all the participants by the life stories of strong personalities and gave life lessons on how to face challenges and be fearless in life. This was a very interesting, inspiring and motivational lecture by the resource officer. A total of 35 students and faculty members of the college participated in the same.

The resource person of the evening session was Mrs. Ambika Patyal, General Manager, HKRN Panchkula who is a seasoned professional with over 20 years of experience with expertise in Govt. sector skill development, policy implementation, work-force management, and strategic initiatives. She is recognized for spearheading impactful programmes in collaboration with state and national level ministries and organizations. She explained the registration process of HKRN in a step-by-step manner. She gave detailed information about various problems of employees including issues pertaining to salary and bills and the methods of their redressal. Besides, she elaborated the concept



of deployment of contractual persons' policy 2022 and its amendment. She also explained the process of getting employment for the applicant registered in HKRN and key features of HKRN. A total of 37 girl students and 45 staff members attended the programme.

## **DAY – 2**

Day 2 began with a warm welcome to the resource person, Dr. Anil Sharma, Senior Accounts Officer (Retd.), Department of Health, Panchkula. The college Principal extended the gesture by presenting him with a blooming plant.

Dr. Sharma currently serves as Senior Accounts Officer in the Agriculture Department, Haryana, and has previously held positions in the Excise & Taxation Department and the Health Department, Haryana. He is also a Guest Faculty member at the Haryana Institute of Public Administration, State Institute of Health & Family Welfare, Accounts Training Institute, District Institute of Education & Training, Panchkula, Indira Gandhi National Open University, and Ayush University, Kurukshetra.

A member of the core team responsible for developing Haryana Government's e-Salary, e-GRAS, and HRMS software programs, Dr. Sharma has extensive expertise in audit processes and PAC within the Excise & Taxation Department. He has also provided consultation on GST audits to CAG.

During the morning session, Dr. Anil Sharma delivered an enlightening lecture on the "Code of Conduct" for government employees of Haryana. The session provided a comprehensive understanding of the foundational principles and legal frameworks governing the behavior and responsibilities of government employees. Dr. Sharma discussed key concepts, including the definition of acts and conduct that constitute misconduct, emphasizing their implications for the efficiency and integrity of public service. He elaborated on various issues covered under misconduct, offering insights into relevant rules and regulations designed to maintain accountability and discipline in government institutions. The session also highlighted real-life examples and case studies to illustrate the practical application of these guidelines.

In the afternoon session, the focus shifted to "Punishment and Appeals," an equally significant aspect of employee conduct and discipline. Dr. Sharma provided an in-depth explanation of the definitions of penalties, detailing the various types and their gradation based on the severity of misconduct. He outlined the authority and processes involved in imposing these penalties, emphasizing the importance of procedural fairness. Furthermore, Dr. Sharma discussed the rights of employees to appeal against imposed penalties, elucidating the procedural framework and mechanisms available for redressal. The session also covered best practices for handling disciplinary actions, ensuring transparency, and fostering a culture of justice within government departments.



### **DAY-3**

On day 3 of FDP Mr. Lakhvinder Singh, Head, Department of Computer Science, Chhachhrauli, Yamuna Nagar was invited as the resource person. Dr. Ritu Yadav, vice principal of the college welcomed the speaker and presented a blooming plant. Dr. Lakhwinder delivered his lecture on "Research Process and Career Opportunities Overseas". Sir has completed M.Sc. in Computer science from MDU Rohtak. Currently, he is pursuing Ph.D. from MM University, Ambala. He has many publications in popular journals like SCOPUS etc. In the morning session, sir talked about career opportunities abroad in which he said that the current session for passport is from June 24 to July 25 for college students. Students have this opportunity for free, they have to apply through college for the passport. Sir elaborated that anyone can go overseas through four types of visa visitor visa, work visa, student visa and permanent visa. He also explained the documentation process in detail for USA, Canada and other countries. He explained on immigration check that what is required and what can be skipped. He also told how to fill the form DS 160, which is a mandatory form to go to the USA after 12th. Sir gave firsthand information by giving examples. The session was followed by a cup of tea.

In his second session, Dr. Lakhwinder talked about research publication and discussed elaborately on synopsis what should be the format of synopsis. He also discussed 'How to write a research paper' and how to pursue your Ph.D. A total of 32 students and all the faculty members participated in this FDP.

### **DAY-4**

The very first session of day 4 of this FDP was taken by Dr. Gurjot Singh Mahi, who is a senior specialist in Data Science at LTI Mindtree Chandigarh. He spoke on 'Large Language in Models'. He primarily discussed about how to give prompt or instruction to these databases so that you can get your desired results then he discussed open AI like Gemini. He also discussed prompt engineering. He gave many practical examples of how to generate an application letter and other things. and He also told us how open AI is helpful for teachers and the people of all the other fields and especially for the layman who do not have very good command over language and even the people of language can use AI to make their writing perfect and to improve their knowledge and skills.

The second session of day 4 was taken by Ms. Shailja Kumari, who is an MTech in Computer Science and pursuing Ph.D from Punjab University, Chandigarh. She extensively talked about Google scholar "How to use Google Scholar for reading research papers". and how to see multi-

disciplinary research work on it. She gave practical hands-on training on how to use Google scholar. She told so many websites and other helping tools which are beneficial for Research and writing the research paper. She also discussed open education resources like Swayam Prabha or DTH videos or AICTE, where we can read the research papers for free. Overall, the session was very successful and all the teachers got a great insight about writing and research papers. The session was attended by all the faculty members of the college.

#### Rapporteur

1. Ms. Sarita Sachdeva *Sarita*
2. Dr. Shardha Sharma *Shardha Sharma*
3. Dr. Jyoti Sharma *Jyoti Sharma*

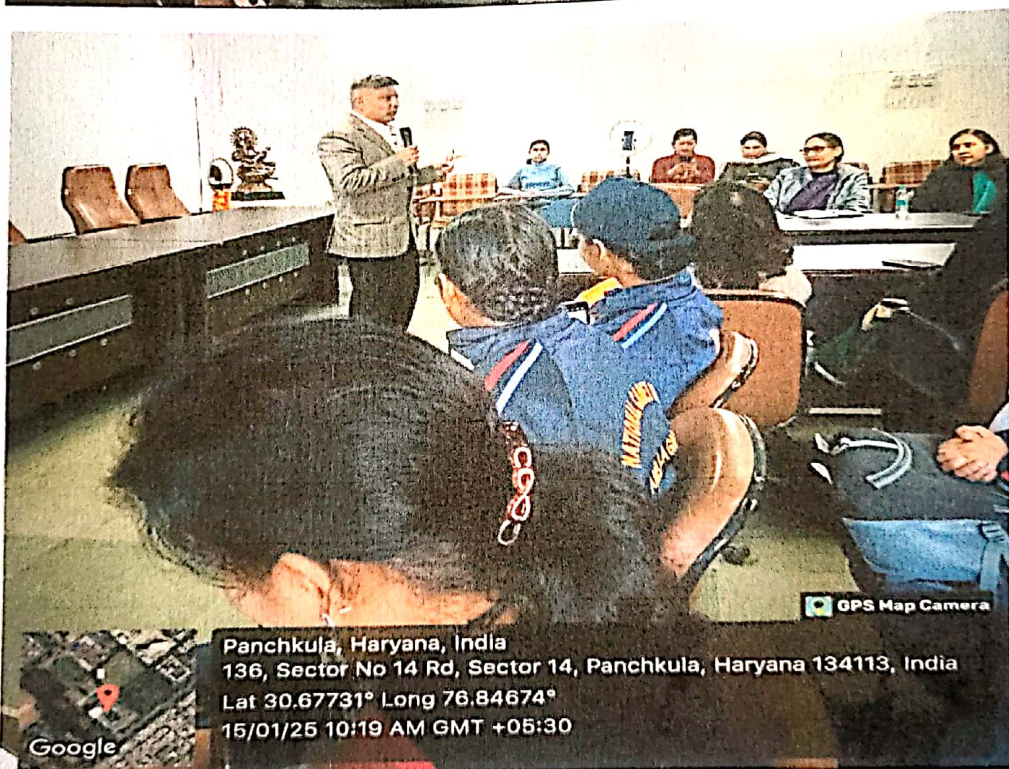
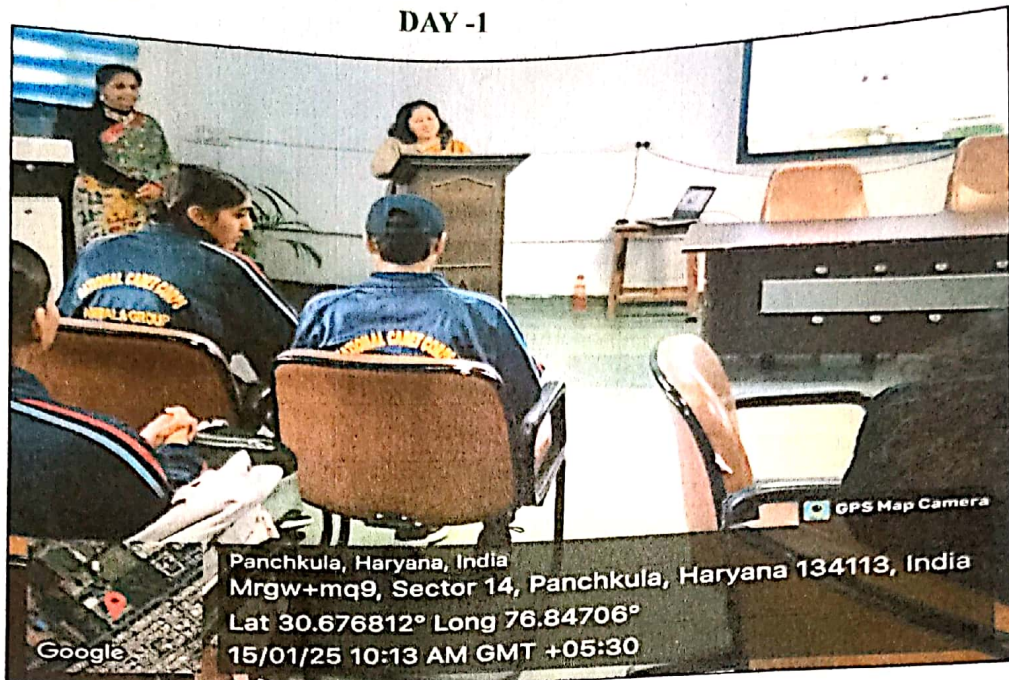
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Convenor IQAC

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31/7/21 Principal  
Principal W. Panchkula  
Govt. P.G. College for Women  
Panchkula



Four days Faculty Development Program on "Enhancing Professional Conduct, Financial Governance & Technological Proficiencies" organised by Internal Quality Assurance Cell from 15<sup>th</sup> to 18<sup>th</sup> January 2025.

DAY -1



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CONVENOR IQAC

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Principal  
Govt. P.G. College for Women  
Panchkula



## DAY-2

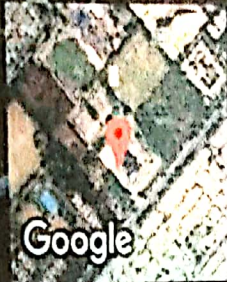
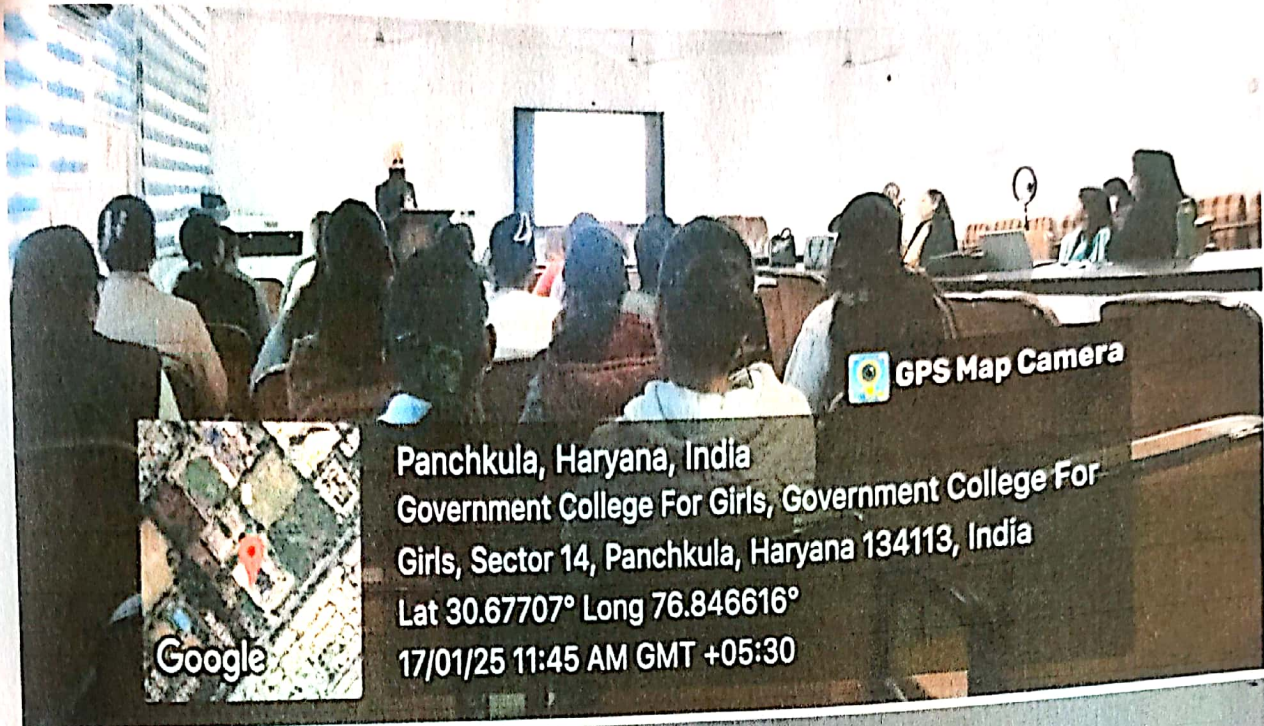


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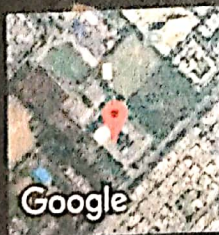
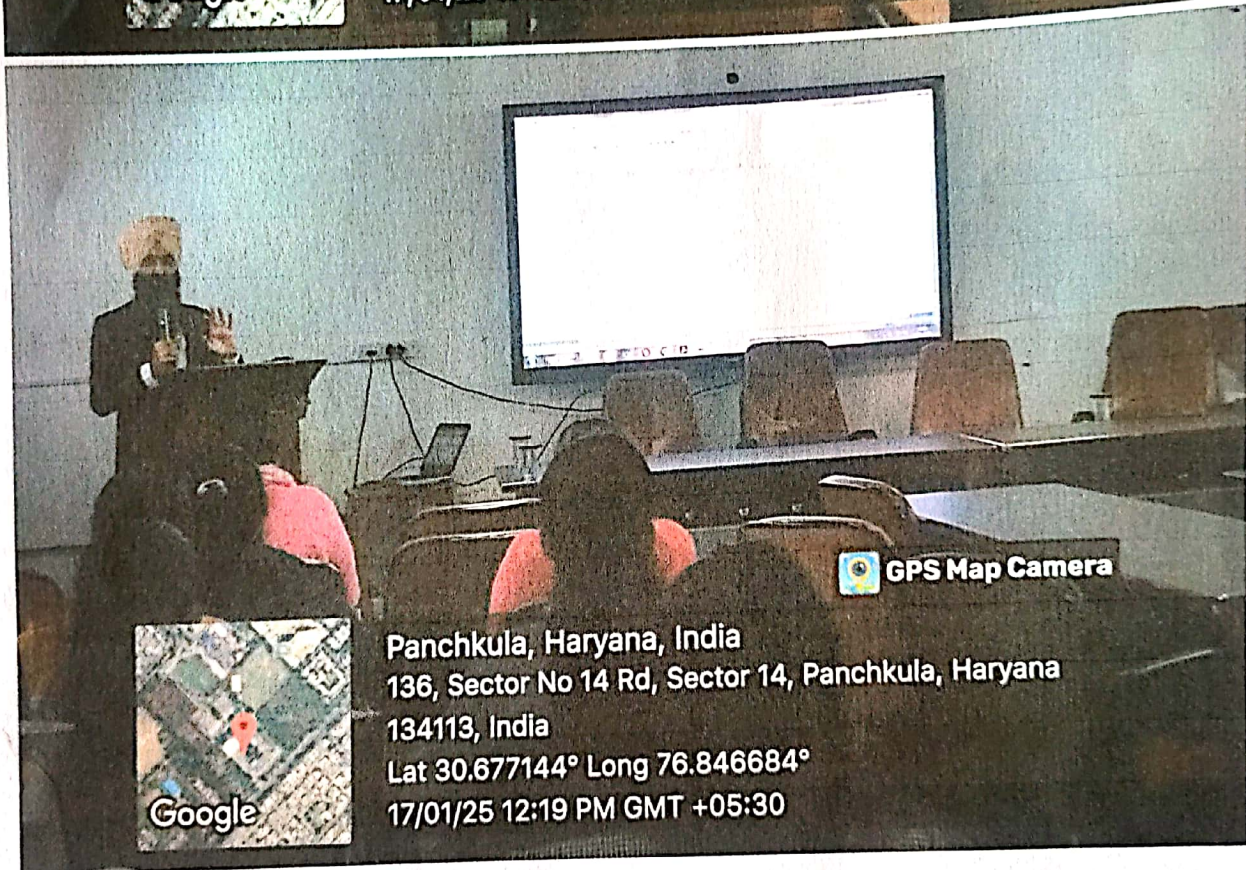
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Principal  
Govt. P.G. College for Women  
Panchkula



# DAY-3



Panchkula, Haryana, India  
Government College For Girls, Government College For  
Girls, Sector 14, Panchkula, Haryana 134113, India  
Lat 30.67707° Long 76.846616°  
17/01/25 11:45 AM GMT +05:30



Panchkula, Haryana, India  
136, Sector No 14 Rd, Sector 14, Panchkula, Haryana  
134113, India  
Lat 30.677144° Long 76.846684°  
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Principal  
Govt. Rd. College for Women  
Panchkula



DAY-4



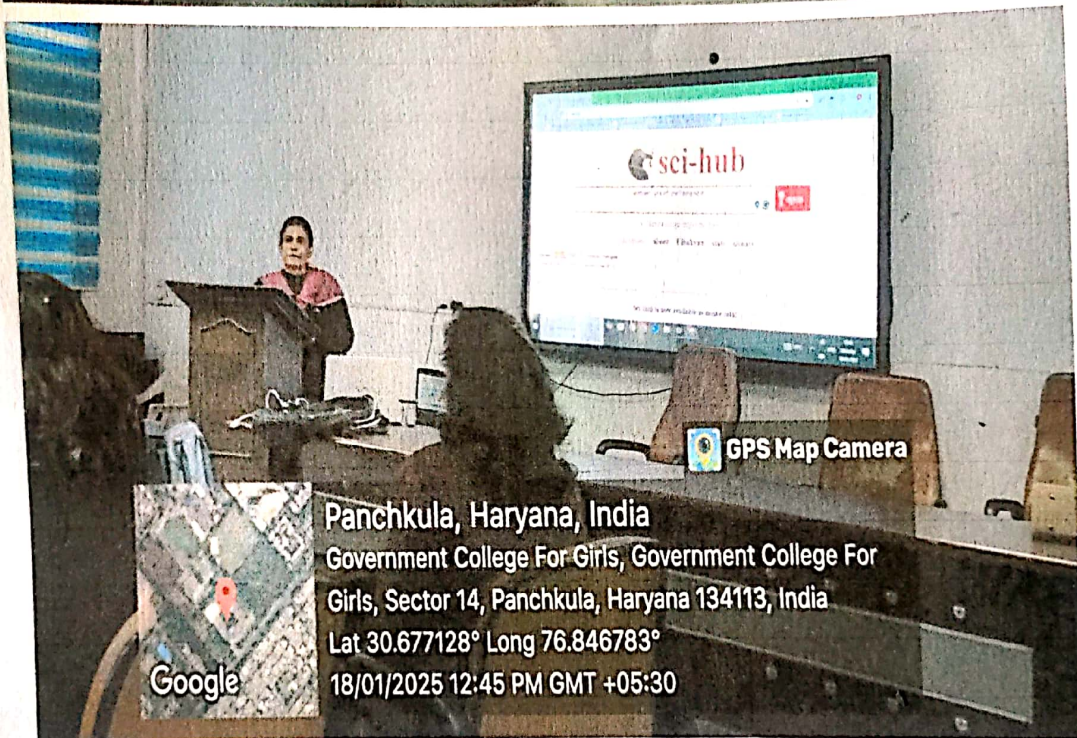
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Panchkula, Haryana, India

Government College For Girls, Government College For  
Girls, Sector 14, Panchkula, Haryana 134113, India

Lat 30.676975° Long 76.847003°

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Panchkula, Haryana, India

Government College For Girls, Government College For  
Girls, Sector 14, Panchkula, Haryana 134113, India

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PRINCIPAL  
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