



Report

on

“Faculty Orientation Program”

Introduction:

The Internal Quality Assurance Cell (IQAC) organized a **Faculty Induction Program** on **01 July 2026 at 4:00 PM** in **Room No. 114** for the newly joined faculty members. The program was designed to familiarize the new faculty with the institution's academic system, administrative procedures, quality assurance practices, examination processes, placement activities, and institutional policies. The induction aimed to ensure a smooth transition of the faculty into the institutional environment while equipping them with the knowledge and responsibilities required for effective teaching, academic administration, and quality enhancement.

Objectives of the Program:

- To familiarize newly joined faculty members with the institution's vision, mission, and administrative structure.
- To orient faculty on academic regulations, teaching-learning practices, and Outcome-Based Education (OBE).
- To create awareness about quality assurance initiatives, accreditation processes, and documentation practices.
- To provide an understanding of examination procedures, evaluation systems, and institutional policies.
- To introduce placement activities, industry interactions, and career development initiatives.
- To encourage faculty members to actively contribute towards academic excellence and continuous quality improvement.

Proceedings of the Program:

The program commenced with a warm welcome to all the newly recruited faculty members. The resource persons briefed the participants on various institutional processes and expectations, enabling them to understand their roles and responsibilities effectively.

Address by the Principal:

Dr. Rayudu Peyyala, Principal, addressed the gathering and welcomed the newly appointed faculty members to the institution. He elaborated on the institution's infrastructure facilities, including classrooms, laboratories, library, digital resources, and other academic support facilities. He explained the institutional administrative structure and highlighted the various academic and administrative positions functioning within the college. He also discussed the roles and responsibilities of faculty members in academic delivery, student mentoring, institutional development, and maintaining professional ethics and discipline.

Address by the Dean Academics:

Dr. V. V. N. Bhaskhar, Dean Academics, delivered an informative session on the academic framework of the institution. He explained the complete teaching-learning process, emphasizing effective classroom management, punctuality, lesson planning, and completion of syllabus as per the academic calendar. He discussed continuous assessment practices including unit tests, assignments, tutorials, and student evaluation methods. The session also covered the effective utilization of Google Classroom, ICT-enabled teaching tools, modern pedagogical practices, and the importance of delivering topics beyond the syllabus to enrich students' learning experiences. Furthermore, he explained the institutional HR policies, faculty code of conduct, leave rules, and other service-related regulations.



Poster – Faculty Induction Program

Address by Principal



Address by Dean – IQAC

Address by Dean – Academics



Address by Dean – Placement & Training

Address by Controller of Examinations



Newly joined Staff attended the Induction Program

Address by the Dean – IQAC:

Dr. S. Muni Rathnam, Dean-IQAC, introduced the faculty members to the concept of Outcome-Based Education (OBE) and explained its essential elements, including Program Outcomes (POs), Program Specific Outcomes (PSOs), Course Outcomes (COs), CO-PO mapping, and attainment processes. He highlighted the pivotal role of IQAC in promoting quality culture within the institution through continuous quality assurance initiatives.

He also explained IQAC's responsibilities in obtaining and sustaining various accreditations and rankings, including NBA, NAAC, NIRF, and AISHE. The session covered Academic and Administrative Audits (AAA), collection and analysis of stakeholder feedback, preparation of Action Taken Reports (ATR), student and faculty surveys, result analysis, academic monitoring mechanisms, maintenance of IQAC files, prescribed documentation formats, and the importance of systematic quality documentation for institutional excellence.

Address by the Dean – Training & Placements:

Dr. D. Srinivasulu Reddy, Dean – Training & Placements explained the institution's Training and Placement policies and outlined the initiatives undertaken to enhance students' employability. The session covered campus recruitment processes, internal and external training programs, internships, career guidance activities, alumni interactions, industry-oriented training programs, certification courses, and skill development initiatives. Faculty members were encouraged to actively support placement-related activities and motivate students to participate in professional development programs.

Address by the Controller of Examinations:

Dr. C. Sivarami Reddy, Controller of Examinations, explained the examination system followed by the institution. He discussed the preparation of quality question papers aligned with Course Outcomes and Bloom's Taxonomy levels. The session also covered the conduct of internal and external examinations, evaluation procedures, declaration of results, confidentiality in examination processes, and handling of internal and external examination grievances. He emphasized the importance of maintaining transparency, fairness, and integrity throughout the examination process.

Outcome of the Program:

The Faculty Induction Program provided comprehensive orientation to the newly joined faculty members regarding the institution's academic, administrative, examination, placement, and quality assurance systems. The participants gained a clear understanding of institutional policies, Outcome-Based Education practices, documentation requirements, quality initiatives, and their professional responsibilities. The program successfully prepared the faculty members to contribute effectively towards academic excellence, student development, and continuous institutional quality enhancement.

Conclusion:

The Faculty Induction Program concluded with an interactive question-and-answer session, where the newly joined faculty members clarified their queries regarding academic procedures, institutional policies, and quality practices. The participants appreciated the comprehensive orientation and expressed confidence in carrying out their responsibilities effectively. The IQAC reiterated its commitment to providing continuous guidance and support for faculty development, thereby strengthening the institution's culture of quality and excellence.



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