



MAHARAJA AGRASEN INSTITUTE OF MANAGEMENT STUDIES

(A unit of Maharaja Agrasen Technical Education Society)

Affiliated to GGSIP University; Recognized u/s 2(f) of UGC

Recognized by Bar Council of India; ISO 9001: 2015 Certified Institution

Maharaja Agrasen Chowk, Sector 22, Rohini, Delhi - 110086, INDIA

Tel. Office: 8448186947, 8448186950 www.maims.ac.in

Workshop on Academic-Administrative Interface

(For Teaching and Administrative Staff)

Conducted on: November 10- 11, 2017

Report

The teaching and non-teaching staff are the twin pillars of strength in any academic institution. They are the bedrock of any successful organization, as they work in tandem with each other to achieve the vision and fulfil the mission of the institution. To ensure that the NAAC process happens seamlessly and efficiently, Maharaja Agrasen Institute of Management Studies took an initiative in this to organize a two days' Workshop, which has been organized for the non-teaching and teaching staff jointly, seeks to furnish an academic-administrative interface. Increasingly, teachers are involved in administrative work in a myriad of ways, especially while contributing to the corporate and administrative life of the institute. Attending this Workshop will give both, the teaching and non-teaching, an opportunity to gain discursive knowledge on NAAC procedures.

The training was provided by Prof. V.K. Khurana, NAAC Coordinator, under the expert guidance of Prof. G.P. Govil, Advisor MATES and Prof. M. K. Bhat, Director. MAIMS. Prof. V. K. Khurana and Dr. Lokesh Jindal explained the documentation process in detail to be done tandem by teaching and non-teaching staff. Prof. V.K. Khurana emphasised that the institutional website and Standard Operating Procedure are the two pinnacles of NAAC. He apprised the participants that the institutional website must be updated regularly and it must be documented properly. ICT, Industry based, outcome-oriented academic performance through collaborations, MOUs with neighbourhood community connect with technological applications of learning must be at the core of all processes at MAIMS. On the second day of workshop Dr. Lokesh Jindal explained the process of SSR and all the metrics preparation in detail. The workshop successfully provided clarity on NAAC processes to all the attendees.



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— with **Maharaj Krishen Bhat** at **Maharaja Agrasen**
Institute of Technology.

NOV 10, 2017





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Maharaja Agrasen Chowk, Sector-22, Rohini, Delhi-110086 India (www.maims.ac.in)

Two Days Workshop

for

Faculty and Non-Teaching Staff

On

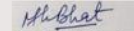
Academic-Administrative Interface

Certificate of Participation

Awarded to

Mr. Surender Garg

for being an active participant in Workshop on Academic-Administrative Interface conducted by
Maharaja Agrasen Institute of Management Studies on November 10- 11, 2017


Prof. M.K. Bhat
Director, MAIMS