



**J.C. Bose University of Science & Technology, YMCA, Faridabad**

(A Haryana State Government University)

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**AICTE SPONSORED**

**ONE-WEEK FDP ON**

**WORK-LIFE BALANCE FOR TECHNOCRATS**  
**(20<sup>th</sup> May 2022 – 24<sup>th</sup> May 2022)**

**REPORT OF THE**  
**Faculty Development Program**

**Organized by**  
**DEPARTMENT OF MANAGEMENT STUDIES &**  
**DEPARTMENT OF ELECTRONICS ENGINEERING**

**J.C. BOSE UNIVERSITY OF SCIENCE & TECHNOLOGY,**  
**YMCA, FARIDABAD**

**(DAY 1)**

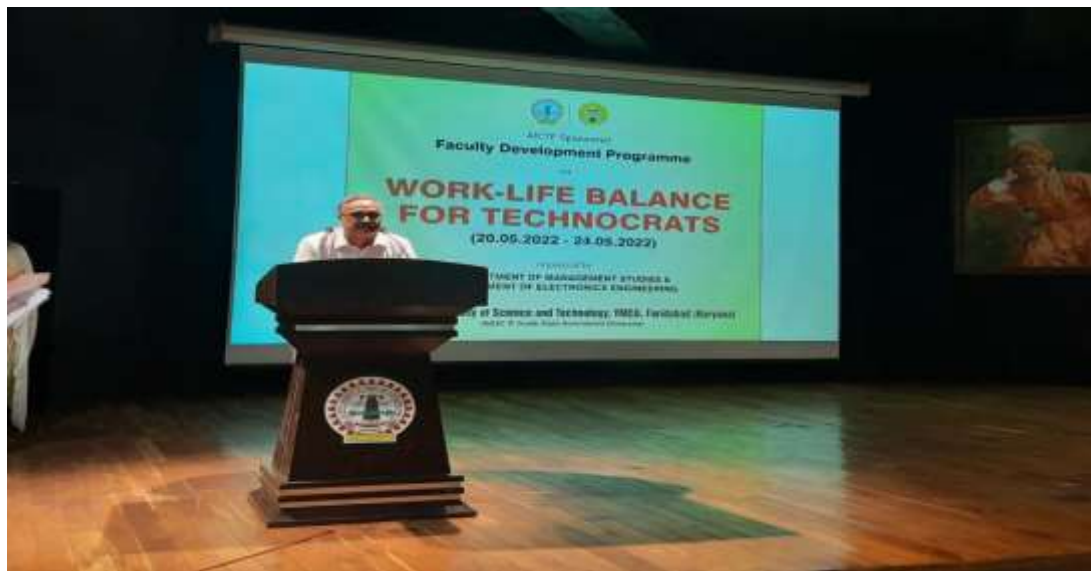
**20/05/2022, Friday**

### **Inauguration of the Program**

To encourage the concept of work-life balance, J.C. Bose University of Science and Technology, YMCA, Faridabad has organised a five-day Faculty Development Program on "Work-Life Balance for Technocrats" from 20<sup>th</sup> May to 24<sup>th</sup> May 2022. The program was organized by the Department of Management Studies in collaboration with the Department of Electronic Engineering. This program was sponsored by AICTE.

The program was inaugurated by Vice-Chancellor, Prof. S.K. Tomar. The program started with the traditional lamp lighting. Registrar Dr. S.K. Garg, Dean of Faculty of Engineering and Technology Prof. M.L. Aggarwal, Dean of Management Studies Prof. Ashutosh Nigam, Chairperson of Management Studies Dr. Rachna Aggarwal and Chairperson of Electronics Engineering Prof. Pardeep Dimri were also present on this occasion. The FDP Coordinators of the program include Dr Dushyant Shukla, Dr Anushree Chauhan, Dr Sunil Jadav and Dr Arti Gupta. The participants included the faculty members of different departments of JC Bose University of Science and Technology, YMCA, Faridabad as well as the faculty members of other institutes and university. Apart from this, PhD scholars has also participated in the program. There were 7 faculty members from outside the university from Faridabad region, 11 PhD scholars and 40 faculty members from different departments of JC Bose University participated in the program.

In the inauguration, welcome address Prof. Tomar illustrated the significance of Work-Life Balance to maintain relations in life. He said that the person with the best performance usually gets more work that commensurate with his abilities and this ability develops when he learns how to balance his life. Sharing his personal experience, he explained how our performance declines when we are under stress. Waking up early in the morning and doing 15 minutes of meditation and contemplation every day contributes significantly to a balanced-life. He urged the students that they should give place to their close relationships in their lives to maintain a healthy and balanced lifestyle. The session concluded with vote of thanks remarks by Prof. Rachna Aggrawal.



## **Session wise report of FDP**

**(DAY 1)**

**20/05/2022, Friday**

### **Session 1**

The inauguration session report has been already mentioned in the above section. Inaugural session was followed by refreshment break.

### **Session 2**

Prof. Pardeep Dimri from the department of electronics engineering , JC Bose university of Science and Technology, YMCA, Faridabad, has taken this session. He was welcomed by the Chairperson of the department of management studies, Dr Rachna Agrawal, by presenting him a sapling.

Prof. Pradeep Dimri discussed the topic, “Pillars of Self-Mastery as an introduction to work life balance”. He told about the importance of having a good quality of sleep and how if we don't take a proper sleep, it can affect our work. He also taught how if an individual is not getting proper sleep how one can work on himself or herself and improve on the quality of sleep. He also taught about the impact of improper sleep on one's health.

### **Session 3**

This session was also taken by Prof. Pardeep Dimri, he discussed the topic, “Yogic concept of health and disease as a technique of work life balance .

Prof. Pradeep Dimri discussed about the different types of yoga, chakras, naadi in the human body. How to keep them balanced for the healthy mind-set and cool mind all the time. He also told about the Raj yoga. He discussed about the aspects of fast life, stressors and the use of yoga to balance work-life. He also provided insight into ADIJIA VYADHI due to imbalance.

His session concluded with a vote of thanks from Dr Gunjan Gumber, Assistant professor, Department of management studies, JCBUST.

#### **Session 4**

Last session of first day of the FDP was taken by Dr Parul Khanna, Vice principal, Institute of Management and Technology, Faridabad, she discussed the topic, “**Stress Management**” Dr Parul Khanna started the session with meditation and kept the session highly energetic with different techniques. Full day’s stress was relieved in the session, she taught the participants that how the stress affects our day-to-day activities. What are Distress and Eustress. How one can manage the stress using different techniques. The participants were made to test their stress level through stress coping self-assessment test.

Dr Parul was presented sapling in her welcome and the coordinators also gave vote of thanks after concluding the session.

## **(DAY 2)**

**21/05/2022, Saturday**

### **Session1**

This session was taken by Mr. Beni Kinha Founder of Nector Factor Foundation, he discussed the topic, “**Bliss full life : Work life balance**”. Mr Beni Kinha was welcomed by Dr Rachna and Dr Ashutosh Nigam by presenting him a sapling.

Mr. Beni Kinha started the session with an informal introduction with all the participants present. He kept the session in the interaction mode. Carried out different practices and activities, picked up the various different problems being faced by the employees at work place and at home. He taught different ways in which we can make our boss happy by saying no in a positive way such that work also gets completed and boss also don't get angry under the topic “Learn to say no, by saying yes”.

### **Session2**

This session was also taken by Mr. Beni Kinha Founder of Nector Factor Foundation, he continued his discussion on the topic, “**Bliss full life : Work life Balance**”

Mr. Beni Kinha carried out different practices in form of different activities, picked up the various different problems being faced by the employees at work place and at home. He taught how to manage them. How to match with the generation gap with our children such that they listen to us and utilize technology in an effective way. He suggested different activities to adopt in the family time such that there is balance in the family life of all the individuals.

FDP Coordinators presented vote of thanks to Mr Beni Kinha.

### **Session 3**

This session of the FDP was taken by, he discussed the topic, “**Balancing the priorities**” by Prof. AK Sharan. Prof. A.K Sharan was welcomed by Dr Arti Gupta, coordinator of the program.

Prof AK Sharan discussed about balancing the priorities at home, at work place and in our life. He taught us using different examples, “RK Lakshman's cartoon” to be more precise, he explained different case studies and told how setting the priorities and completing the work

according to the list of priorities one can balance his personal and professional life. He also gave a Performa to know the work life balance.

Dr Gunjan, assistant professor department of management studies presented vote of thanks to Prof. A.K. Shararn.

#### **Session4**

**This session** of FDP was taken by Prof. Jyoti Rana, Dean Academics, Affair & SFMSR, SVSU. She was welcomed by Dr Anushree Chauhan, Coordinator of the program. She discussed the topic, “**Academic commitments and integrity**”.

Prof. Jyoti Rana taught all the participants and made the participants realize about their academic commitments and the importance of their integrity, how honesty is important in the teaching line and we should not use the malpractices and should complete the work assigned to us with honesty always and with full commitment. She also gave a task to know the inner-self to the participants in which they had to mention their long term and short term goals, how do they plan to teach, what are their strength and weaknesses, etc.

Dr Arti Gupta, coordinator of the program presented vote of thanks to Prof. Jyoti Rana.

## **(DAY 3)**

**22/05/2022, Sunday**

### **Session1**

This session of the FDP was taken by Dr. Arti Gupta, coordinator of the program. She discussed the topic, “**Techniques of time management for work-life balance**”

She discussed about the important techniques and the ways of managing the time, the problems we face in our lives due to the mismanagement of the time in our lives. This session was also in the form of an interaction in between the participants and the speaker and all of the participants learnt a lot about the time management.

### **Session2**

This session of FDP was taken by, Mrs. Saloni kaul, Founder and CEO, ITS people, HR Business Coach. She was welcomed by Dr Sunil Jadav, coordinator of the program, by presenting a sapling to her. She discussed the topic, “**Signs of imbalance**”.

Mrs. Saloni Kaul discussed about the different signs of the imbalance in our lives and what are the different problems caused by the imbalance in our personal and professional lives, she kept the session more of theoretical and taught the participants using different case studies.

### **Session3**

This session of FDP was also taken by, Mrs. Saloni kaul, she discussed the topic, “**How to overcome the imbalance**”

Mrs Saloni Kaul kept this session interactive and suggested the different techniques and ways of overcoming the balance in one’s life and how the person can make a balance in the personal and professional life, the speaker addressed the individual problems and suggested the respective solution to the problems. At last, Mrs. Saloni Kaul organized a questionnaire session which helped the participants to know their inner- self.

Coordinators presented a vote of thanks to Mrs Saloni Kaul.



## **Session4**

This session of FDP was taken by, Prof. Ashutosh Nigam, Dean department of management studies, JCBUST, Faridabad. He was welcomed by Dr Dushyant, coordinator of the program. He discussed the topic, “**Techniques to cope up stress management**”

Prof. Ashutosh Nigam carried out different activities starting with the division of group of 2 members in each group, he carried out introduction in such a way that all the participants got to know each other. The partner of each has to introduce his / her partner. He also asked the participants to tell about the way each one of the participant manage the situation of stress, how he/ she reacts in that situation and how we should generally manage our stress in our lives. He carried out total 4 activities during the entire session.

Dr Dushyant presented vote of thanks to Prof. Ashutosh Nigam.

## (DAY 4)

**23/05/2022, Monday**

### **Session1**

This session of FDP was taken by Dr. Ritu Gandhi Arora, Vice principal, D.A.V. Institute of Management Studies, Faridabad. She was welcomed by Dr Neha Goyal, assistant professor department of management studies, JCBUST, Faridabad. She discussed the topic, **“Maintaining the work life balance in the virtual organization”**

She discussed about the different problems being faced by the employees at different levels with in an organization, how an individual reacts in different situations, she also taught us that how each one of us has unique personality and the personality trait one carries how one can react.

### **Session2**

This session of FDP was also taken by Dr. Ritu Gandhi Arora, she discussed the topic, **“Maintaining the work life balance in the virtual organization”**

She discussed about the different problems being faced by the employees at different levels with in an organization, how an individual reacts in different situations, she also taught us that how each one of us has unique personality and the personality trait one carries how one can react.

Dr Anushree Chauhan, Coordinator of the program, presented a vote of thanks to her.

### **Session3**

**This session** of FDP was taken by Dr B. N Singh, Ex Professor IIT Kharagpur. He was present online while the participants were present in the offline mode. He discussed the topic, **“Aspects of Work-Life Balance”**. He made the participants share their techniques of balancing their work and personal life. It was an interactive session. He also shared his experiences. His experiences enlightened the participants about the aspects of Work-life Balance.

He was presented vote of thanks by Dr Renu, Assistant professor, Department of Management studies and organising team member of the FDP.

## **(DAY 5)**

**24/05/2022, Tuesday**

### **Session1**

This session of FDP was taken by Prof. Santosh Rangnekar, Professor department of management studies, IIT Roorkee. He was present online while the participants attended the session in offline mode. He discussed the techniques of work-life balance through emphasis on setting priorities along with quality teaching. He presented the concept of work-life balance from technocrats as well as from academicians' point of view.

He was presented vote of thanks by Dr Renu, Assistant professor, Department of Management studies and organising team member of the FDP.

### **Session2**

This session of the FDP was taken by Prof. Kailash B L Srivastava IIT Kharagpur, Professor organisational behaviour and human resources, Department of Humanities and Social sciences, IIT Kharagpur. He enlightened the participants with various prospective of work life balance vs. work life integration. He has discussed live case studies of work life balance of corporate like TCS etc. He also gave multiple tips to handle stress to the participants. He was presented vote of thanks by Dr Rashmi, Assistant professor, Department of Management studies and organising team member of the FDP.

### **Session3**

**In this session "Participants Evaluation Test" test was conducted. The participants were provided with mcq based question paper which they have to attempt in 20 minutes.**

## **Session 4**

### **Valedictory Ceremony**

The capacity to learn is a gift; the ability to learn is a skill; the willingness to learn is a choice. Continuous learning is the only key to improve one's knowledge and skills. Keeping this in mind, this one-week long AICTE sponsored faculty development programme on "Work-life balance on technocrats" organized by the department of management studies and department of electronics engineering, J C Bose University of Science & Technology, YMCA Faridabad was initiated with a goal of providing the participants with details of various issues related with work life balance, by bringing the most eminent speakers and experts in this field on a common Dias.

The occasion of the valedictory ceremony of this faculty development program was graced by Prof M. L. Aggarwal , dean faculty of Engineering and Technology, JC Bose University of Science and Technology, YMCA, Faridabad. He was the chief guest of the session. The guest of honour of valedictory ceremony was Prof C. K. Nagpal, AICTE coordinator and Professor in Computer Engineering Department, JC Bose University of Science and Technology.

Professor Ashutosh Nigam, Dean department of management studies and Professor Pradeep Dimri, Chairman, Department of Electronics engineering were also present. Senior professors of department of electronics engineering Dr Neelam Turk and Dr Munish Vashishisth also graced the occasion.

Dr. Arti Gupta, Program Co-ordinator presented the report of this faculty development program in the valedictory session. She presented that there were 20 sessions in the FDP including inaugural session, evaluation session and valedictory session. Total number of participants who attended the program were 58 out of which 56 were certified for the program,

Prof. M.L.Aggarwal, Dean faculty of engineering and technology addressed the participants and other dignitaries. He congratulated all the participants, coordinators and members of the organising team for successful completion of the faculty development program.

One of the most important steps in the process of improvement and communication is feedback, with that we got to know up to what extent we are able to disseminate the ideas that

we want to communicate. Positive feedback acts as a source of motivation to work more and strive for excellence, and on other side, negative feedback show us the areas in which we have to work to bring improvements. Keeping this in mind, the participants were invited to share their experience as well as feedback for this week long training program.

After the positive feedback from the participants the Chief-guest and the guest of honour of the day, were invited for the certificate distribution ceremony.

Vote of thanks was presented by Dr Anushree Chauhan, coordinator of the FDP and Assistant Professor in the Department of Management Studies. On behalf of the department expressed thanks to first of all to Honorable Vice Chancellor Prof. S. K Tomar for his motivation for conduct of this FDP than to worthy registrar of the university Dr Sunil Kumar Garg for his support.

Further sincere thanks were expressed to AICTE coordinator Prof. C.K. Nagpal for his guidance.

She expressed her sincere thanks to-Dean Management Studies: Prof. Ashutosh Nigam, Chairperson Department of Management Studies: Dr Rachna Agrawal and Chairman Department of Electronics Engineering: Prof. Pradeep Dimri. Lastly she expressed her thanks on behalf of the department to all the speakers, organising committee members, participants and all those who supported to make this event successful.

