

INDIRA GANDHI NATIONAL OPEN UNIVERSITY
Towards Effective Implementation of NEP 2020
Capacity Building Programme for Newly Promoted Assistants of IGNOU (Batch-I)
14th -15th February, 2022 (Through Online Mode)

Organized by STRIDE & Administration Division

1. About the Workshop

The launch of National Education Policy 2020 has created a need for training of all levels of staff including non-teaching staff. STRIDE has been conducting workshops for capacity building of non-teaching staff with the aim of increasing their knowledge, developing their skills, as well as bringing about attitudinal change with a view to increasing their efficiency and effectiveness. Recently IGNOU has undertaken a large number of promotions of different levels of non-teaching staff. This includes Assistants who have been recently promoted from JATs. In order to prepare these newly promoted Assistants to undertake their higher level responsibilities, STRIDE is organizing a capacity building programme (CBP) in collaboration with Administration Division.

2. Objectives

The objectives of the two –day CBP workshop are as follows:

- To develop the generic and domain specific competencies related to their job profile as assistants
- To increase and update knowledge related to rules and regulations and other aspects of administration
- To develop skills related to noting drafting, file processing, maintenance of records and registers
- To inculcate positive attitude and ethics for bringing about change in work culture

3. Target groups and Dates

The target group for this CBP is newly promoted Assistants posted at IGNOU head quarters. The dates for the CBP are 14th – 15th February, 2022. The number of participants in the CBP are 32.

4. Programme Methodology and Schedule

The programme shall be conducted through online mode. It includes presentations by experts, interactive discussions, quiz, activities as well as collaborative tasks. The programme schedule is based upon a pre-workshop needs assessment conducted through online Google form.

5. Programme Resource Persons

The resource persons include experts from IGNOU as well as ISTM, DoPT, Government of India.

6. Programme Outcomes

The expected outcomes of the programme are:

- To develop new knowledge on administrative matters
- To enhance skills for effective functioning
- To inculcate a positive attitude in the work place

7. Programme Management

Programme Director:- Professor Santosh Panda

Programme Coordinators: Dr. Anita Priyadarshini, Dr. Hemlata Baghel, Dr. Ram Chandra

प्रो. अनिता प्रियदर्शिनी / Prof. Anita Priyadarshini
आचार्य, दूर शिक्षा / Professor, Distance Education
स्ट्राइड / STRIDE

प्रो. संतोष पांडा
निदेशक, स्ट्राइड, इग्नू, नई दिल्ली-03
Prof. Santosh Panda
Director STRIDE, IGNOU, New Delhi



Programme Schedule

प्रो. अनिता प्रियदर्शिनी / Prof. Anita Priyadarshini
आचार्य, दूर शिक्षा / Professor, Distance Education
स्ट्राइड / STRIDE

प्रो. संतोष पांडा
Prof. Santosh Panda
Jod STRIDE, IGNOU, New Delhi

INDIRA GANDHI NATIONAL OPEN UNIVERSITY
(STRIDE& Administration Division)
Towards effective implementation of NEP 2020
Capacity Building Programme for Newly Promoted Assistants of
IGNOU (First Batch)
(Through online Mode) 14th -15th February 2022
Participants List

S.No.	Name	Designation	Schools/Centres/Divisions
1	Raj Kumar	Assistant	SOPVA
2	Joginder Kumar	Assistant	SCHOOL OF SOCIAL SCIENCES
3	Sandeep Meena	Assistant	SSC
4	Sanjay Kumar Shah	Assistant	PVC (SK) Office
5	Sandeep Kumar	Assistant	INTERNATIONAL DIVISION
6	Daya Sagar	Assistant	SCHOOL OF HUMANITIES
7	Sanjeev Kumar	Assistant	Research Unit
8	Roshan NicodimMinz	Assistant	MPDD
9	Vineet Xess	Assistant	SOTHSM
10	Rajpal	Assistant	School of Education
11	Suresh Meena	Assistant	School of Sciences
12	Vandana	Assistant	SOMS
13	Mohd Imran Raini	Assistant	School of Education
14	Sunil Kumar Chauhan	Assistant	School of Management Studies
15	Pradeep Kumar	Assistant	EMPC
16	Sapna Goswami	Assistant	EMPC
17	Anil Kumar	Assistant	school of humanities
18	Narender Kumar	Assistant	LEGAL CELL (ADMINISTRATION DIVISION)
19	Amit Kumar (Hindi)	Assistant	RSD
20	Shabana Bano	Assistant	RSD
21	Monu Rathi	Assistant	RSD
22	Parveen	Assistant	ACD
23	Huma Parveen	Assistant	SRD
24	Kamal Jeet Alias Lucky	Assistant	Administration Division(Central Purchase Unit)
25	Shyamji Singh	Assistant	Administration Division (E-II)
26	Hari Nandan	Assistant	SED (Exam-I)
27	Pratibha Rani	Assistant	School of Social Work(SOSW)
28	Deepak	Assistant	Centre for Online Education
29	Sunil Kumar	Assistant	FINANCE AND ACCOUNTS DIVISION
30	Bijender Pal	Assistant	SOGDS
31.	Asha Rani	Assistant	FINANCE AND ACCOUNTS DIVISION
32.	LianminthangSamte	Assistant	SED

(THROUGH ONLINE MODE)
**TOWARDS EFFECTIVE IMPLEMENTATION OF NEP 2020
CAPACITY BUILDING PROGRAMME FOR
NEWLY PROMOTED ASSISTANTS OF IGNOU**
(FIRST BATCH)

Monday, 14th-15th February, 2022



Prof. Nageshwar Rao
Hon'ble Vice Chancellor, IGNOU



Prof. Rajendra P. Das
Pro-Vice Chancellor, IGNOU



Prof. Santosh Panda
Director, STRIDE, IGNOU



Sh. Deepak Kumar Bist
Joint Director, ISTA, GGI



Dr. V. B. Negi
Registrar (Admin.), IGNOU



Dr. Hemlata Baghel
Programme Co-ordinator, STRIDE, IGNOU



Dr. Anita Priyadarshini
Programme Co-ordinator, STRIDE, IGNOU



Dr. Ram Chandra
Programme Co-ordinator, STRIDE, IGNOU

Organized by
**Staff Training and Research Institute of Distance Education
&
Administration Division
INDIRA GANDHI NATIONAL OPEN UNIVERSITY
Maidan Garhi, New Delhi - 110068**


INAUGURAL SCHEDULE


Day & Date	Monday, 14 th February 2022
Time	10:00 am to 11:00 am
Welcome	Prof. Santosh Panda Director, STRIDE, IGNOU
About the Programme	Dr. Anita Priyadarshini Programme Co-ordinator, STRIDE, IGNOU
Opening Remarks	Dr. V. B. Negi Registrar (Admin.), IGNOU
Inaugural Address	Sh. Deepak Kumar Bist Joint Director, ISTA, GGI
Presidential Address	Prof. Nageshwar Rao Hon'ble Vice Chancellor, IGNOU
Vote of Thanks	Dr. Ram Chandra Programme Co-ordinator, STRIDE, IGNOU
Moderator	Dr. Hemlata Baghel Programme Co-ordinator, STRIDE, IGNOU
Valedictory Address	Prof. Rajendra Prasad Das Pro-Vice Chancellor, IGNOU
	Tuesday, 15 th February 2022

प्रो. अनिता प्रियदर्शिनी / Prof. Anita Priyadarshini
आचार्य, दूर शिक्षा / Professor, Distance Education
स्ट्राइड / STRIDE

प्रो. संतोष पांडा
निदेशक, स्ट्राइड, इग्नू - नई दिल्ली-68
Prof. Santosh Panda
Director, STRIDE, IGNOU, New Delhi-68




 प्रो. अनिता प्रियदर्शिनी / Prof. Anita Priyadarshini
 आचार्य, दूर शिक्षा / Professor, Distance Education
 स्ट्राइड / STRIDE


 प्रो. संतोष पांडा
 निदेशक, स्ट्राइड, इग्नू, नई दिल्ली-68
 Prof. Santosh Panda
 Director, STRIDE, IGNOU, New Delhi-68