

Staff Academy

Dr. A. S. Bagwan

- i) On 5th July, 2023, a guest lecture on the topic ‘BMCC Culture’ was organized to provide orientation to the faculty members about the teaching tradition of BMCC. Retired faculty members Prof. V. A. Joshi and Prof. Prakash Bhonde were invited for the same. Both the speakers shared their valuable experiences about the teaching-learning tradition of BMCC.
- ii) On 5th September, 2023, a programme was organized on the occasion of Teacher’s Day. Office Superintendent Shri. Ashok Salampure was felicitated on the occasion of his retirement. The faculty members who have completed 25 years of their services were also felicitated. In the same programme, Arthavyavahar 2022-23 was launched. Students were felicitated for working in the editorial team of the magazine.
- iii) A skill course on ‘Advanced English’ for non-teaching staff was conducted from 1.1.2024 to 28.2.2024. Prof. Pratima Agnihotri was appointed to deliver this specially designed programme. A separate report is attached for this programme.
- iv) On the occasion of International Women’s Day 2024, a medical check-up camp was organized for women employees in collaboration with DES’s Subhadra K. Jindal College of Nursing and Balasaheb Deoras Polyclinic, Pune. On 6th March, blood samples of 42 women employees were collected to check fasting BSL, Lipid profile, Thyroid profile, Serum calcium, and haemogram. On 9th March, a session was organized on health awareness. Dr. Sharad Agarkhedkar, MD (Pediatrics), Council Member, DES graced the programme as a chief guest. Post-graduate students of Nursing College gave a demonstration on self-Examination of breast cancer. Smt. Kalpana Kavade from Jivika Foundation guided the audience on cervical cancer vaccine with power point presentation. Chief guest Dr. Agarkhedkar sir shared his thoughts about prevention of cervical cancer.

- v) On 18th April, 2024, Prin. T. M. Joshi Memorial lecture was organized for teaching and non-teaching staff on the topic ‘Financial Literacy and Investment Policy’ by CA Suresh Mehta. The speaker covered the structure of PAN card, precautions to be taken while opening a bank account, investment in PPF, Mutual Funds, Life Insurance Policies, Mediclaim, housing loans etc. The lecture was insightful and informative.

Skill Course in Advanced English for Non-teaching Staff

Smt. Pratima Agnihotri

Dr. A. S. Bagwan

Under the aegis of the Staff Academy, a special course in English Communication was conducted for the non-teaching members of the BMCC fraternity. The course, which began on New Year Day, consisted of thirty lectures. It ended on March 6, 2024.

The syllabus of the course was designed keeping in mind the needs of the non-teaching staff, as they are the front-end employees representing the college whom students, their parents and the visitors meet often. As they form the facade of an English medium college with a great heritage, it is imperative that the non-teaching staff write and speak decent English.

The course hence began with a diagnostic test, which proved to the learners the need for de-learning, and then re-learning the correct usage of English. Next, the trainees had to correct “Very Indian poems in very Indian English” so that they understand the better usage. Basic English grammar in its entirety was the next step so that the trainees get used to forming correct English sentences. The trainees practiced the sentence patterns through individual and pair work. Throughout the course, the trainees were repeatedly requested to complete the homework assigned to them so that the correct usage of English becomes part of their very way of thinking.

With vocabulary games began every lecture. Students learnt all the major principles of vocabulary development and enrichment that included affixation, phrasal verbs, proverbs, and so on. They learnt to sing three songs in English. Newspapers in English were provided so that they get to learn the actual usage of the English vocabulary. Books on English grammar and simple storybooks were made accessible so that the trainees internalize the actual usage.

The trainees were provided patterns (for example, how to greet, how to disagree politely) and actual dialogues so that they can speak politely and effectively. Trainees first read/play-acted the ready-made dialogues, and next they were encouraged to create and present all such related dialogues. They learnt the basics of phonetics (word stress, sentence stress, intonation and weak forms) so that they enunciate better. Basics of body language and voice culture were explicated and further enhanced through audio-visual material.

The trainees received training in presentation techniques, and they made related presentations on their own departmental matters. Next, ready-made molds/modes of all the written material necessary for office related activities were made available to the trainees. They learnt thus the ways of note/memo writing, report writing, agenda/minutes preparation, and so on. Individual practice and group work was the method used to reinforce the training.

AS the trainee' hold over the target language was quite fragile and as lectures were conducted just thrice a week to suit their convenience, a huge support base was provided on the other three days through the WhatsApp group. This support material consisted of the basic spelling rules, formal punctuation patterns, for instance. Homework, short stories, simple poems, related discussions formed parts of the WhatsApp group material.

AI-enriched material from the P.N.G. Language Lab was made available at the office consoles of the trainees so that they can work on their English at leisure and convenience at their own tables. Hopefully, the trainees would improve their hold over the language, given the total immersion that included detailed discussions of the concept of communication and decent communication as per the formality/informality involved in the communication event.