



# SHYAMA PRASAD MUKHERJI COLLEGE FOR WOMEN

(UNIVERSITY OF DELHI)

**INTERNAL QUALITY ASSURANCE CELL (IQAC)**

*is conducting One Week*

**Skill Enhancement Program for Non-Teaching Staff\***

*Schedule: 25-9-2023 to 30-9-2023 Time: 2-4 pm*

*Venue: Online*

**Registration Link:**

<https://docs.google.com/forms/d/e/1FAIpQLScwZzSy-yFozvs9QxUhmP1jvCnCFrYKswupGEo8tYh4JeuZ9A/viewform>

**Organiser**

**Dr. Shubha Sinha  
Dr. Shivani George  
Dr. Ksh. Subarta Singh  
Ms. Minakshi Mittal**

**Patron**

**Prof. Sadhna Sharma  
Principal (Officiating)**

**\*The Program is open for Teaching Faculty also.**

## **ABOUT SHYAMA PRASAD MUKHERJI COLLEGE FOR WOMEN**



Shyama Prasad Mukherji College is a constituent college of the University of Delhi. Ever since its inception in 1969, it has continuously been involved in empowering women through imparting quality education and value based holistic development. The College is named after distinguished academician and statesman Dr. Shyama Prasad Mukherji but it has no affiliation with any sect, religion, political group, or ideology.

## Significance of Professional Development Programme

The role of Non-Teaching staff, who are the backbone of the institution, has become very challenging in the fast changing administrative management of the HEI. Keeping an eye on this, we have designed and developed key modules of updating the skills of our Non-Teaching employees through a professional development programme.

### Important Instructions for the Participants:

- Registration: All the interested candidates are required to register themselves for the Workshop with a fee of Rs. 300 till 23-09-2023.
- Interested Candidates are required to registration through the link: <https://docs.google.com/forms/d/e/1FAIpQLScwZzSy-yFozvs9QxUhmP1jvCnCFrYKswupGEo8tYh4JeuZ9A/viewform>
- The registration fee of Rs. 300 is payable by the participants through NEFT/RTGS at the below given bank account:

#### Details of Bank Account:

Name of the Bank	Indian Overseas Bank
Address	SPM College, Road No. 57 Punjabi Bagh (West), New Delhi-110026
Account No	176001000000115
IFSC Code	IOBA0001760
MICR Code	110020043

- **The last date of registration is: 23.09.2023.**
- All the successfully registered participants shall be intimated through the registered e-mail ID only.
- Details of the programme schedule along with the meeting link will be shared to the registered e-mail ID only.
- All the participants who attend all the sessions and duly fill attendance cum feedback form shall be given e-certificates.
- For any Queries regarding Payment issues, please Contact:

**Dr. Shubha Sinha (9868567017)      Dr. Ksh. Subarta Singh (9711208098)**

#### ORGANISING COMMITTEE

1. Dr. Shubha Sinha (IQAC Coordinator)
2. Dr. Shivani George
3. Ms. Meenakshi Mittal (AO)
4. Dr. Ksh. Subarta Singh

#### Patron

**Prof. Sadhna Sharma  
(Principal Officiating)**