



SHRI MATA VAISHNO DEVI UNIVERSITY
Human Resource Development Centre (H.R.D.C.)

Kakryal, Katra-182320, Jammu & Kashmir
Recognized under Section 2(f) & 12(B) of the UGC Act, 1956

Ref. No.: SMVDU/IRDU/18/066


Date: 22nd March, 2018

NOTIFICATION

Subject: Activity Calendar of Human Resource Development Centre (HRDC), SMVDU for the Academic Year 2018-19.

With reference to the proposal from Prof. (Dr.) D. Mukhopadhyay, I/c Director, HRDC, SMVDU and as approved by the Competent Authority; the Activity Calendar of HRDC, SMVDU for the Academic Year 2018-19 is hereby notified as under:

S. No.	Programme Name	Month
1.	Faculty Development Programme on 'Research Methodology' Dr. Madhu Mangal- Coordinator	August, 2018 (20/8/2018 to 25/8/2018)
2.	Training Programme for Non-teaching Staff, SMVD University (SO, OA & JA) on 'Office Management & Procedures' Mr. Samir Vohra- Coordinator Ms. Kanchan Gupta	October, 2018
3.	Training programme on 'Computer Software for Management Students' Mr. Deo Prakash- Coordinator	November, 2018
4.	Training Programme for Administrative Staff, SMVD University (AR & SO) on 'Human Development'. Dr. Madhu Mangal- Coordinator	November, 2018
5.	Orientation Programme for newly joined Asstt. Professors at SMVDU. Dr. Madhu Mangal- Coordinator Mr. Deo Prakash- Organizing Secretary	January, 2019
6.	A 2 Week Refresher Course on 'General Faculty Development Programme'. Dr. Madhu Mangal- Coordinator	March, 2019
7.	02 days Training Programme for students on "Placements". Mr. Deo Prakash- Coordinator in coordination with Placement Officer, SMVDU	1 st or 2 nd week of April, 2019


Registrar
K. G.

Copy to:

1. All Deans/ I/c Deans/ Heads/ I/c Heads, for information.
2. I/c Director, HRDC, for information.
3. I/c Website Section, for information and n.a.
4. PS to VC, for kind information of the Hon'ble Vice Chancellor.
5. Concerned File.