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Accountability & Execution
Two Sides of an Effective Educators Coin

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Hon Secretary
SIES , Matunga

Successful educators always ensure that 'Accountability and Execution' are clearly defined for any task they undertake.

Accountability is self-defining – it is the duty of an individual to account for the task he / she is assigned to complete. When we say that someone is accountable, it means that person is responsible for the completion of a task and its consequences whether good or bad. An accountable culture ensures a sense of responsibility in all the stakeholders of an educational institution. It helps build trust and respect between institutional heads and employees and paves way for a transparent organisational environment. It is not limited to individual actions and decisions. It can be implemented at the management level or at the level of the Head of Institution or the individual employee level. An accountability based organisational culture ensures that its stakeholders are honest, own up to their mistakes and complete tasks in a timely manner. It helps create a system that tracks measurable results and also develop an overall sense of ownership in the institution. In most institutions, we can easily detect if there is an accountable culture or not.

When an institution sustains an environment, where accountability is not demanded, and where those accountable are not questioned for non-performance, then that institution is doomed for failure, and would die a slow death. Effective management implies clear definition of accountability. It is the foundation for the successful execution of the institution's goals – one that considers all the critical requirements of the educational organisation.

The other side of accountability is execution. Without a strong execution template and ensuring that a job is completed within an agreed time frame, educational institutions will not succeed achieving its goals. Thus, the head of the institution will ensure that all the teaching and the non-teaching staff members, are clear on their understanding of their roles & are made accountable for the delivery expected from that role. So also, all the staff would have a clear understanding of how & when they would complete the assigned tasks be it taking a lecture or conducting practical examination or organising a field trip. Thus, effective execution is the ultimate validat or of the institutional quality.

To sum up, any organisational strategy is realised only if all the members both teaching and non-teaching understand their roles clearly, are held accountable for their actions and ensure that assigned tasks are executed properly in the agreed time. A culture of accountability & effective execution needs to be encouraged, sustained and eventually it becomes the DNA of any good educational institution. ■

Value Lab A Space To Explore And Experiment

Dr. Uma Maheswari
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"Moral values, and a culture and a religion, maintaining these values are far better than laws and regulations." Swami Sivananda.

Values play a key role in our lives. It is certainly difficult to teach or preach them but exposure to their significance in early years is a mandate. Both parents and teachers strive hard to inculcate values of honesty, integrity, compassion, love and so on in the minds of children. Few catch it as they grow while many leave it with an indifferent attitude. In academic institutions all the more we wish to rejuvenate and revive the significance of values of life in the young minds with conviction in order to make them responsible citizens and accountable human beings At our premises we experimented imparting values in a unique way by initiating a space for the students & staff and called it Value lab.

It began with a vision to appreciate the connotation of values and internalize them. Value Lab is a space created for learners for understanding and enhancing values. The nature of events serves two-fold purpose. Firstly, the Theoretical aspect aims in spreading awareness through posters, articles and visual arts. Secondly, the Practical aspect focuses in organizing informative, creative and competitive events: Eg. Debates, elocutions, guest talks, panel discussions, surveys, competitions, humorous events, street plays, visits to NGOs, old age homes, orphanages, etc.

Value Lab activities have moved to all courses, classes, and departments led by enthusiastic volunteers, faculty members and coordinators. It all began with a practice to declare the value for the month by the head of the institute and

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then volunteers connect with any interested department to manage the activities for that particular month. With an aim to fulfill one of the mission of fostering an integrated character for vocalizing values convincingly,

learners & faculty engage in monthly resourceful activities.

ROLE OF STUDENT VOLUNTEERS:

- The core team utilizes the social media tools to create such as Whats App Group, Google Group, Instagram and other forms for campaigning and broadcasting the value of the month.
- Notification of events and activities are circulated in these groups.
- Posters, paintings and poems are displayed in the Value lab board /space
- Volunteers participation are strengthened through prizes and certificates

THE MENTORS' ROLE:

- Flexible, adaptable, diverse and collaborative in organization, management and execution of all activities of value lab.
- Values can be accommodated either in the curricular or co-curricular syllabus
- A win-win initiative for learners, faculty and the institution
- To show equal interest and responsibility in all activities

Values like truth integrity and compassion cannot be taught so easily, but we remind them 'Integrity is choosing your thoughts and actions based on values rather than personal gain or profit.'

HOPE AND ANTICIPATION

Through this experimental forum we hope the students who pass out carry many subtle intangible lessons with them along with their academic certificates. All we provide is a simple platform for imparting courage, confidence, leadership and wisdom in budding teens to march ahead in life sans neither fear nor guilt. A principled youth means a principled country in the making. Values like truth integrity and compassion cannot be taught so easily, but we remind them 'Integrity is choosing your thoughts and actions based on values rather than personal gain or profit.'

It is necessary to look within for value and to look beyond for many perspectives. In this way we shall unlearn and relearn the relevance of values in today's context too. To conclude we are reminded of words of Simone de Beauvoir- 'One's life has value so long as one attributes value to the life of others, by means of love, friendship, indignation and compassion." ∎

Selecting A Research Topic

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The first step in initiating any research is selecting research topic. Researcher has to select research topic for every research may it be for research article, research paper, research project, masters degree project, M.Phil dissertation, Ph.D. Thesis or Post-doctoral research study. Most of the academicians / researchers express their wish to pursue some research but they are unable to find a topic. Here, a most important question is "How to select a topic for research?"

Fundamentally it is very much advisable that academicians should select a research topic which belongs to their field of specialization / area of study / teaching. For example one should select a research topic related to finance and accounting if he / she teaches finance and accounting. One of the major benefits of selecting a research topic which belongs to the field of specialization / area of study / teaching is that the valuable research findings / outcomes can be shared with the students which in turn fulfill the basic objective of a teacher by knowledge sharing and value addition to students. Subsequently, researchers should consider the other parameters of selection such as area of interest, access to data and information, relevance of topic, originality of topic, possibility and period of obsolescence

of topic, scope of the study, suitability to the purpose, etc.

Generally, a research work needs rigorous efforts, consistency, patience and optimism for successful completion leading to valuable output in the form of findings and hence it is more favourable if the topic selected interests the researcher. Many times researchers have to drop the research primarily because of unavailability of data and information. Hence, before starting any research a researcher should carefully assess the access to the data. The topic selected for research should be relevant. The researcher should evaluate the topic to be selected for research on various parameters such as social relevance, business relevance, periodical relevance, practical applicability,

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national and international relevance, etc.

One of the preliminary prerequisites of the research is innovative thinking. One should try his / her best to think innovatively and bring out the research topic naturally through his / her original thought process. Once an original thought-based research topic is brought out then with thorough and careful review of literature the gap analysis can be performed which in turn will lead to a fine tuned research topic for conducting research at any level such as writing research article or research paper, research project report, M.Phil dissertation, Ph.D. Thesis or Post-doctoral research study.

For larger research endeavors such as M.Phil dissertation, Ph.D. theses, post-doctoral projects, etc. the broad research outline is designed and drafted to cover larger aspects such as large geographical area, large population, bigger sample, numerous conceptual plans, etc.

There are few topics which are like hot cakes. Researchers are tempted to take up such topics. The researcher should be careful about possibility and period of obsolescence of the research topic. If one is selecting a research topic for doctoral study which will typically need three to four years for completion, and a selected topic losses its relevance much before completion of the doctoral study or a selected topic undergoes a drastic transformational changes then the study of the researcher will be redundant. Hence carefully assessing the topic for obsolescence is very important aspect in selection of research topic.

Scope of the study is determined based on the level of research. For a research article or research paper the scope is of the study should be brief and to the point. For larger research endeavors such as M.Phil dissertation, Ph.D. theses, post-doctoral projects, etc. the broad research outline is designed and drafted to cover larger aspects such as large geographical area, large population, bigger sample, numerous conceptual plans, etc. The topic, the method of study, and the tentative outcome of the research study should be suitable to the purpose for which the research is undertaken.

Finally, on the lighter note a general statement of the people needs serious attention which says "nobody except the researcher reads the research report made by him / her". Thus, one should select and undertake research on such topics which will make sense and add value to at least certain segment of people who will read and try to implement research outcome for their purpose. ■

"A Teacher's Perspective about Employability Skills: Expectations Versus the Actual Scenario"
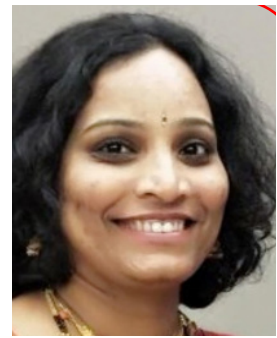
Mrs. Shailashri Uchil
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SIES College of Commerce
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My interaction with various companies has made me realize that there are certain sets of attitudes and skills which employers expect in their prospective employees. Technically these are known as employability skills. It is referred to the skills which employees should possess in order to be successful in their job. These skills are communication and interpersonal skills, problem solving skills, ability to work under pressure, ability to learn and adapt, working in teams and so on. Employers are critical that students possess degree certificates but badly lack in not only their core subject knowledge but also other information about current affairs, use of vocabulary, language skills, analytical skills and problem solving skills.

It is observed that the students struggle with basic spellings and general knowledge. It's commonly noticed that letters addressed to the Principal are mentioned as "To the Principle". Emphasis is rarely given to reading and studying from the reference books. Textbooks and guides containing "important questions" are considered significant options for scoring better marks in the examinations. It's no wonder that two months after the examination is over, if some question is asked from the same syllabus, many students are not sure whether they have learnt it before.

Is it the social media that makes the youngsters what they are in terms of their language abilities? Or is there lot of information but lack of quality information? The pre internet generation had less reading resources but quality resources in the form of books and magazines.

It is seen that the students study not for the joy of learning or gaining knowledge but in order to make themselves technically eligible for being a contender in the job market. The question that repeatedly comes to mind is "Why was the earlier generation better versed in general knowledge, language and vocabulary skills as compared to the present generation?"

Is it the social media that makes the youngsters what they are in terms of their language abilities? Or is there lot of information but lack of quality information? The pre internet generation had less reading resources but quality resources in the form of books and magazines. The counter

argument would be that there is indeed lot of information on the internet.

But sadly, most of today's generation is happy to restrict themselves to social networking sites such as Facebook, Twitter, Instagram etc. Very few students have the habit of visiting the library, leave alone voluntarily issuing books or newspapers for reading. They visit only when the teacher has given project assignments and has warned against copy – paste submissions.

> **Teachers can develop reading skills in students. They should also create a practice of making them read reference books and articles. As a teacher of Organizational Behaviour, in my very first interaction, I conduct an activity making the students list their strengths and weaknesses.**

Not everything that is taught in colleges provides justice in catering to the specific needs of the industry. This has to a little extent been taken care of by the introduction of professional courses at under graduate level. But even these courses other than providing basic knowledge about a particular industry do little to provide practical exposure to students as well as improve their analytical and problem solving skills. Interactions with experts from the industry also reveal that there is an astonishingly large gap between the knowledge imparted by these professional courses as compared to the rapid pace of innovations happening in the industry.

Teachers can develop reading skills in students.

They should also create a practice of making them read reference books and articles. As a teacher of Organizational Behaviour, in my very first interaction, I conduct an activity making the students list their strengths and weaknesses. Many students describe their strengths and weakness in a perfect and detailed manner. Some students are not able to list beyond two strengths and weakness. These students are self-introspecting for the first time. Then there are also students who have many weaknesses to speak of but hardly find any strength in themselves. These students suffer from low self esteem and have to be explained that there are many more strengths in them that they have to identify. This activity is very helpful in making the students understand themselves better and in increasing their self-confidence. Teachers must regularly conduct case study discussions, elocution, debates and other forms of activity based learning sessions. This will help in developing the student's analytical and problem solving skills.

Teachers can also conduct news reading and book review sessions. Workshops on how to identify and refer quality e-content must be conducted. Buddy schemes consisting of two sets of students:

those confident in their language skills and the others who feel that they need to improve their language skills should be formed. These groups can take up daily activities such as news reading, novel reading sessions, casual conversations in English which will help students gain confidence about their language and public speaking skills. The enactment of Section 135 of the Indian Companies Act in the year 2013 has made it compulsory for companies to spend 2% of

their average net profit on CSR activities. This development has seen many companies coming forward to use these funds on education related initiatives. Companies like Barclays, Syntel etc. are providing around 80 hours of employability skills training to degree college students in addition to also arranging placements for them.

Close interaction with the industry and academicians is necessary because academicians groom the students and finally send them as resources into the job market. Employers are the customers for these human resources and it is important to know "What the customers need?"

The assessment system should be made more application oriented with the intention of increasing their analytical and problem solving skills. Employability skills should be implemented as a compulsory paper for every course, just like the HRD ministry has realized the importance of Environmental Studies and thus has implemented it either as a compulsory subject in every course or have integrated it into other subjects.

Close interaction with the industry and academicians is necessary because academicians groom the students and finally send them as resources into the job market. Employers are the customers for these human resources and it is important to know "What the customers need?" The autonomous universities who have been given the freedom to make considerable changes in the curriculum can go a long way in making landmark changes and enhancing the curriculum according to the practical needs of the industry.

A breakthrough needs to be brought in higher education as this will not only result in benefits at the individual level but also at a macro level. Human resource, after all is considered the most precious resource, as it is the one that manages all other resources. ∎

Snap Shot of SIES Central Training Department from June to September 2018

With this volume Adhigam has entered its fourth year. The knowledge shared through articles by teachers, staff and leadership team are remarkable. We thank all the contributors for their articles and inputs which enhance the value of Adhigam .

We thank Managing Committee (MC) members for the continuous support and guidance. Their initiative in conducting meetings with all heads of institution with an objective of communicating the process and systems oriented functioning was well appreciated by everyone.

In the beginning of academic year we had a training needs identification and budgeting process with each institution basis which the workshops have been planned, designed and implemented till date. The focus in this quarter was towards equipping teachers on NET preparation, enriching the research acumen, orienting towards innovative teaching pedagogy, language development and many more.

The accounts and other support staff had attended self development program both for physical and mental health. The activity based Ergonomic interactive session and dealing with situations enjoyed by all staff. Both the programs received positive feedback and beneficial to respective participants. The snap shot of programs conducted since June 2018 are mentioned in next page.

And the journey continues with more horizons to cover……………………………

Programs conducted during the period June – September 2018

Title of program	Date	Beneficiaries
Program on Wellness International Yoga Day	20-06-2018	All
Training on NET / SET - Paper II & III -CS & IT	22-06-2018	Teaching Staff
Training on NET / SET - Paper II & III -CS & IT	27-06-2018	Teaching Staff
English Language Development	29-06-2018	Teaching Staff
Training on NET / SET - Paper II & III -CS & IT	30-06-2018	Teaching Staff
Interactive Discussion on Decision Making	21-07-2018	Management Team & Heads of Institution
Workshop on SPSS & AMOS	13-07-2018	Teaching Staff
Working in Team	23-07-2018	Teaching Staff
Working in Team	24-07-2018	Teaching Staff
Orientation to Blooms Taxonomy in Teaching Learning Process	30-07-2018	Teaching Staff
Workshop on Transactional Analysis (TA)	31-07-2018	All
Workshop on How to Avoid Plagiarism	03-08-2018	Teaching Staff
FDP on Introduction to Research & Research Proposal	11-08-2018	Teaching Staff
Workshop on How to Develop E Content	25-08-2018	Teaching Staff
Interactive Discussion on preparation for NAAC	29-08-2018	Teaching Staff
Happiness Program for Teachers	01-09-2018	Teaching Staff
Essentials of Dealing with Situations	19-09-2018	Non Teaching Staff
Health Management - Ergonomic Interactive Session	27-09-2018	Non Teaching Staff

Glimpses of training program during June to September 2018

FDP on AMOS

FDP on Blooms Taxonomy

FDP on Plagiarism

Happiness Workshop

Essentials of Dealing with Situation

Ergonomic Interactive Session

Language Development

E-Content Development

Some of the experience shared by teachers and staff

"Workshop on AMOS- Thank you for arranging such an informative workshop. It was a great learning experience."

- Surjeet Kaur, SIESASCS(W)- Teacher

"Workshop on E-content - The session was excellent, productive and useful It was a super interactive, hands on based education with immediate learning and feedback."

- Vinita, SIESICE –Teacher

"Workshop on Essentials of Dealing with Situation - Program was excellent enjoyed a lot and learned many things from the program."

- Ganesh, SIES Central Accounts

"Workshop on Health Management (Ergonomic) - It was very helpful program."

- Sheetal, SIESCOMS –Staff

Education is the most powerful weapon which you can use to change the world.
– Nelson Mandela

CALL FOR ARTICLES

We invite articles (around 800 words) from all faculty / staff to make the newsletter interactive learning forum by sharing learning/ teaching initiatives, experiences/ideas. Send us the write-up / articles by 10th Dec 2018 at suman@sies.edu.in

SIES Central Training & Development

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