



Tirumala Tirupati Devasthanams

శ్రీ వేంకటేశ్వర కళాశాల

Sri Venkateswara College

(University of Delhi)

NAAC Grade A+

**SRI VENKATESWARA COLLEGE
(UNIVERSITY OF DELHI)**

EVENT REPORT

NAME OF THE EVENT: WORKSHOP OF WELL BEING AND WORK LIFE BALANCE			
DATE	DEPARTMENT	COMMITTEE/SOCIETY	COORDINATOR'S NAME
13.11.2024	-----	IQAC	Dr. Arpita Kaul
TIME	VENUE	NUMBER OF PARTICIPANTS	NATURE: Outdoor/Indoor; online/offline/hybrid
11:45 am-1:00pm	Seminar Hall, DurgaBai Deshmukh Block, New Building, Sri Venkateswara College	44	OFFLINE
FINANCIAL SUPPORT/ASSISTANCE (if any):	NA		

BRIEF INFORMATION ABOUT THE ACTIVITY

Topic/subject of the activity	Workshop on Faculty Well Being and Work Life Balance
Objectives	<ul style="list-style-type: none">• To identify common stressors faculty and non-teaching staff face and their impact on mental health, productivity, and job satisfaction.• To learn strategies to improve work-life balance and prioritize self-care.• To discuss institutional support systems and resources available for faculty well-being.• To equip faculty and non-teaching with practical tools for setting boundaries, managing workload, and sustaining career longevity.• To foster a community of support and encourage peer networking.
Methodology	Notice was circulated about the workshop. Seminar room with a capacity of 150 attendees was booked and Prof. Shalini Srivastava (Wellbeing Counsellor) was invited to conduct the workshop. After a brief introduction of the Guest speaker and her felicitation by Principal Prof. V. Ravi, the welcome note is given by Dr. Arpita Kaul.

	<p>During the session common problems faced by the faculty members and non-teaching staff to maintain the work-life balance and their possible solutions were discussed through presentation and interactive sessions. The workshop was concluded with summarizing the key strategies discussed during the workshop, Question-answer session, feedback evaluation and closing remarks by the speaker.</p> <p>Refreshment was provided to all the attendees at the end of the session.</p>
<p>Invited speakers with affiliation details (if any)</p>	<p>Prof. Shalini Srivastava Professor (OB and HR) Jaipuria Institute of Management, NOIDA</p>
<p>Outcomes</p>	<p>This workshop on Faculty Well-Being and Work-Life Balance turned up as a valuable opportunity to support faculty members and non-teaching staff in managing the stresses of academia while enhancing their overall well-being and productivity. It addressed both the personal and professional aspects of well-being, providing tools and strategies to create a balanced work life. Some important key outcomes were:</p> <ul style="list-style-type: none"> • Understanding of the Time Management Strategies: <ul style="list-style-type: none"> • Setting priorities and realistic goals. • Time-blocking for deep work and administrative tasks. • Setting Boundaries: <ul style="list-style-type: none"> • Tips for saying "no" and creating space for personal life. • Managing email and technology to reduce "always on" culture.

PROOFS & DOCUMENTS ATTACHED (Tick mark the proofs attached):

1 Notice & Letters √	2 Number of Participants & Name of participants √	3 Video clip	4 Photos √	5 Feedback Form & analysis √
6 News clip with details √	7 Sample Copy of the Certificate √	8 Posters/ Invites √	9 Event report Attested by Event Coordinator & IQAC Coordinator √	10 Any other document

Note: Please fill in your own details in places with red font

Departmental file no: SVC/2024-25/November 2024/01
IQAC File No: SVC/ IQAC/ 2024-25/November 2024
Criterion No: Criteria VI
Name of event-in-charge & signature: Dr. Arpita Kaul

For Reference

Criterion I	Curricular Aspects (planning & Implementation)	Criterion V	Student Support & Progression
	Teaching Learning & Evaluation	Criterion VI	Governance, Leadership & Management
Criterion III	Research, Innovations & Extension	Criterion VII	Institutional Values & Best Practices
Criterion IV	Learning Resources and Infrastructure		

INTRODUCTION

Work-life balance is a concept that often carries different meanings for different people. For college teachers, it refers to the ability to effectively manage the demands of their professional responsibilities (teaching, research, service) while also maintaining time for personal well-being, family, hobbies, and other aspects of life outside of work. Below is an outline of the workshop that addressed both the personal and professional aspects of well-being, providing tools and strategies to create a balanced work life.

Faculty Stressors and Challenges were Explored

- The unique stressors faculty face e.g., heavy workload, research expectations, teaching responsibilities, service commitments, and administrative duties were addressed.
- Through Interactive Poll the participants were asked to rank their top stressors and discuss trends.
- It was highlighted how these stressors impact physical and mental health (burnout, anxiety, imposter syndrome, etc.).

Work-Life Balance was Defined

What does "work-life balance" really mean? The myth of perfect balance versus integration of work and personal life was explored.

Following Tools for Managing Time and Priorities were Elaborated

- **Time Management Strategies:**
 - Setting priorities and realistic goals.
 - Time-blocking for deep work and administrative tasks.
- **Setting Boundaries:**
 - Tips for saying "no" and creating space for personal life.
 - Managing email and technology to reduce "always on" culture.
- **Self-Care Practices:**
 - Importance of physical exercise, sleep, and healthy eating.
 - Mindfulness, meditation, and relaxation techniques.
- **Building Emotional Resilience:**
 - Coping with academic pressures, handling setbacks, and fostering a growth mindset.
- **Commitment Exercise:**
 - Participants were asked to make self-commitment to improve their well-being or work-life balance.

The workshop was concluded with an emphasis on holistic approach to work-life balance. **Emphasize on Self-Compassion** was mentioned stating Faculty members should recognize that perfect work-life balance is not always possible. Compassionate self-awareness and acknowledging one's limitations are key to avoiding guilt and stress. It was mentioned that academic life can be all-consuming, so faculty should intentionally schedule time for activities that allow for physical, mental, and emotional recovery, such as exercise, meditation, creative hobbies, or spending time with loved ones. A strong support system within the department or institution can ease the burden of work-life balance. Regular discussions with colleagues about workload, stress management, and shared responsibilities can promote collective well-being.

PHOTOS



Welcome Address by Dr. Arpita Kaul and felicitation of our Guest speaker Prof. Shalini Srivastava by Pincipal V. Ravi and IQAC Co-ordinator Prof. Vartika Mathur.



Workshop opening remarks by Principal Prof. V. Ravi



Session conduct by Dr. Shalini Srivastava using PowerPoint Presentation and participants active interaction during the session.



Group photo of the participants along with the workshop organising committee members and the Guest speaker.

TIRUMALA TIRUPATI DEVASTHANAMS
SRI VENKATESWARA COLLEGE



IQAC Presents
Workshop on:
**WELLBEING AND
WORK-LIFE BALANCE**

Speaker :

Prof. Shalini Srivastava, Professor
(OB and HR) Jaipuria Institute of
Management, Noida



13 NOV, 2024 | 11:45AM - 1PM

VENUE : SEMINAR HALL, DURGABAI DESHMUKH BLOCK

Register here:

<https://forms.gle/cBoaBTTQPZzVj6nv9>

Dr. Arpita Kaul

CONVENER

Prof. Vartika Mathur

IQAC COORDINATOR

Prof. Vajala Ravi

PRINCIPAL

Organizing Committee

Dr. Shefali Shukla, Dr. Pooja Gokhale Sinha, Dr. Aditi Kothari Chhajer,
Dr. Anjali S. Nawni, Dr. Shantanu Mandal, Dr. Nagendra Kalparthi

PERMISSION LETTER



Tirumala Tirupati Devasthanams
శ్రీ వేంకటేశ్వర కళాశాల
Sri Venkateswara College
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NAAC Grade A+

PERMISSION FOR ORGANIZATION OF EVENTS

- NOTE: 1. Please ensure a pre booking of the venue before getting the permission letter signed.
2. A copy of this duly filled form signed by the TIC/ Convener, IQAC Coordinator and Principal shall be submitted to ICT and/or Caretaker for necessary action.
3. Please ensure that the completion certificate of the event is physically signed by the Convener of the event, IQAC Coordinator and Principal after the event report is made.

EVENT DETAILS

1. Name of the Department/Society/~~Association~~ Criterion 6, IQAC.....
2. Name of the TIC and/or Convener: Dr. Arpita
Kaul.....
3. Proposed Title of the Event: Faculty wellbeing and work life
balance.....
4. Nature of Event: Workshop
5. Participants: Faculty
6. Event Type: Offline Indoor
7. Collaborating Agency /Organization (If any): NA
8. Tentative List of Speakers with affiliations: Prof. Shalini Srivastava, Professor, Jaijura
Institute of Management,
Noida..... NA
9. Date & Time (from – to): ...13th Nov, 2024, 11:45 onwards
.....
10. Financial Assistance/ Funding received (if any) (Please specify amount):
.....NA..... NA
11. Proposed Budget (please attach details in a separate enclosure)...5400|.....

12. Faculty responsible for Geo Tagged Pictures :Dr. Aditi Kothari
13. Faculty responsible for Event ReportDr. Anjali S. Nawani
14. ICT support required, if any (ICT Lab, Laptop, LCD projector)
15. Caretaker support required (tables, chairs, public addressing system, sanitation, manpower assistance)

16. Venue requirement: Seminar hall / Any room with LCD will do. In ECA slot.


TIC/Convenor

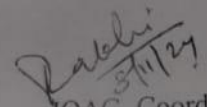
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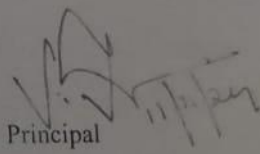
For official purpose

Comments (If any)

Criterion II.

ECA Slot Wednesday 11:45 - 01:00 PM
May be Permitted.

for 
IQAC Coordinator
Date:


Principal
Date:

NAME AND NUMBER OF THE PARTICIPANTS



Tirumala Tirupati Devasthanams
& Jagan Mohan Reddy
Sri Venkateswara College
(University of Delhi)
NAAC Grade A+

ATTENDANCE SHEET

TITLE OF THE EVENT: WORKSHOP ON WELL BEING AND WORKLIFE BALANCE

DATE OF THE EVENT: 13th Nov, 2024

NAME OF THE DEPARTMENT/ SOCIETY: INTERNAL QUALITY ASSURANCE CELL

NAME OF THE EVENT COORDINATOR: DR. ARPITA KAUL

S.NO.	NAME OF THE FACULTY/ STAFF	DESIGNATION	DEPARTMENT	SIGNATURE
1.	Dr. Manoj Thakur	Assist. Prof.	Botany	[Signature]
2.	Dr. Neetu Kushiwala	Assist. Prof.	Commerce	[Signature]
3.	Dr. P. Jayaraj	Assist. Prof.	Zoology	[Signature]
4.	Dr. Namita Khurana	"	Zoology	[Signature]
5.	Dr. Shanmuga Madan	"	Botany	[Signature]
6.	Dr. K. Prasad	"	"	[Signature]
7.	Dr. K. Prasad	"	"	[Signature]
8.	Dr. Madhu Ramesh	"	Botany	[Signature]
9.	Dr. Rajesh Narang	Asst. Professor	Electronics	[Signature]
10.	Dr. Rajeev Jain	Assistant Prof.	Commerce	[Signature]
11.	Dr. Subrata Jain	Associate Prof.	Electronics	[Signature]
12.	Dr. Nutan Kala Jashu	Associate Prof.	Electronics	[Signature]
13.	Dr. Hari Singh	Assistant Professor	Electronics	[Signature]
14.	Dr. Chandana Sekhar Jagan	"	Chemistry	[Signature]
15.	JAN PRAGATI MISHRA	ST. ASST.	Administration	[Signature]
16.	Yogesh Malhotra	Assistant Prof.	Economics	[Signature]
17.	Dr. Vinita Kapoor	Assistant Prof.	Chemistry	[Signature]
18.	Dr. T. VASANTHA	Assistant Prof.	Chemistry	[Signature]
19.	Dr. K. Mohan Mohan Acharya	Asst. Prof.	Chemistry	[Signature]
20.	Dr. Shikha Shukla	Asst. Prof.	Chemistry	[Signature]
21.	Prof. Vaishika Mathur	Professor	Zoology	[Signature]
22.	Dr. NIDHI	Assistant	Establishment	[Signature]
23.	Dr. Richa Misra	Asst. Professor	Zoology	[Signature]
24.	Dr. Arpita Kaul	Asst. Professor	Commerce	[Signature]
25.	Neelima Bhowmik	I.T. Staff	ICT	[Signature]
26.	Ajit Singh	Assistant Professor	COMMERCE	[Signature]
27.	M. Krishna Rao	Assistant Professor	Commerce	[Signature]
28.	Dr. M. Rama Rao	Asst. Professor	Commerce	[Signature]
29.	Dr. P. CHENGALRAYAN	Assistant Professor	Commerce	[Signature]
30.	DR. AMARJEET SINGH	ASSISTANT PROFESSOR	ZOOLOGY	[Signature]
31.	Dr. DEEPIKA	Assistant Professor	Commerce	[Signature]
32.	Dr. Jureli Senhe	Assistant Prof.	Zoology	[Signature]
33.	Dr. SUMIT RAJ	ASSISTANT PROF	ZOOLOGY	[Signature]
34.	Dr. RAHUL	Assistant Prof.	Electronics	[Signature]
35.	Dr. Anjali S. Narsani	Assistant Prof.	Zoology	[Signature]

FEEDBACK FORM AND RESPONSES

FEEDBACK FORM FOR WORKSHOP ON WELL BEING AND WORKLIFE BALANCE HELD ON 13th Nov, 2024

Feedback form

* Indicates required question

1. Email *

2. Name *

3. DESIGNATION *

4. DEPARTMENT *

COLLEGE

Short answer text

6. How will you rate the workshop on Well being and work life balance on a scale of 1-5. 1 being poor 2 average 3 good 4 v good 5 excellent

Mark only one oval.

- 1
 2
 3
 4
 5

7. Was the workshop helpful? *

Mark only one oval.

- Strongly Disagree
 Disagree
 Neutral
 Agree
 Strongly Agree

8. Such workshops shall be held every semester as they are very helpful. *

Mark only one oval.

9. The session was conducted smoothly. *

Mark only one oval.

- Strongly disagree
 Disagree
 Neutral
 Agree
 Strongly agree

10. Any other comment

FEEDBACK FORM FOR WORKSHOP ON WELL BEING AND WORKLIFE BALANCE HELD ON 13th Nov, 2024

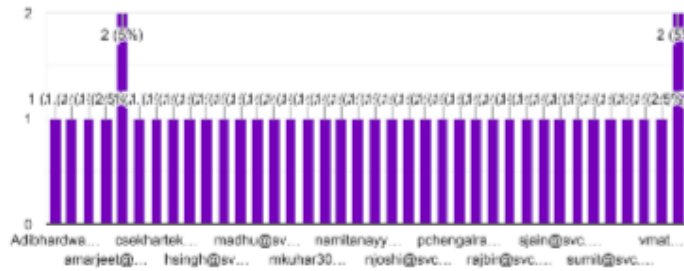
40 responses

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Email

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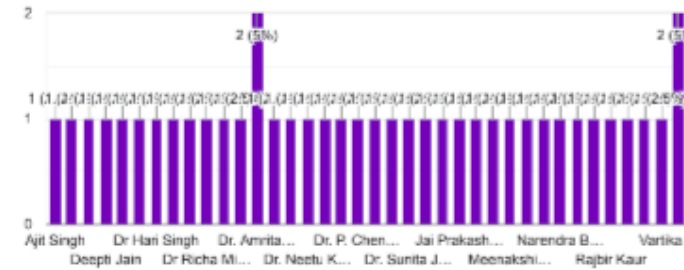
40 responses



Name

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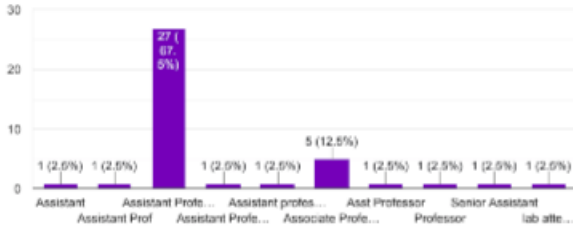
40 responses



DESIGNATION

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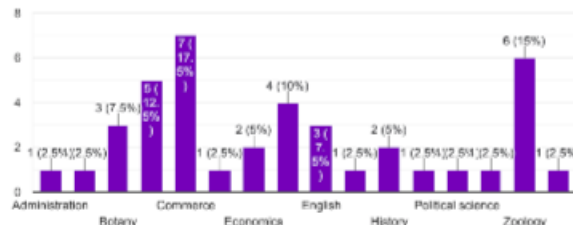
40 responses



DEPARTMENT

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40 responses



COLLEGE

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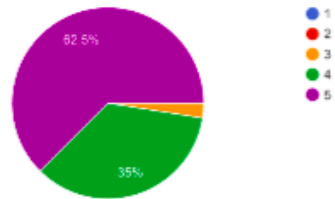
40 responses



How will you rate the workshop on Well being and work life balance on a scale of 1-5. 1 being poor 2 average 3 good 4 v good 5 excellent

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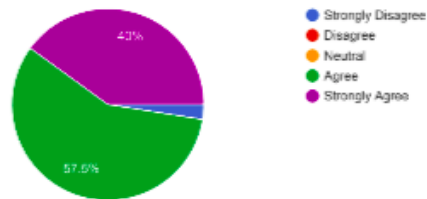
40 responses



Was the workshop helpful?

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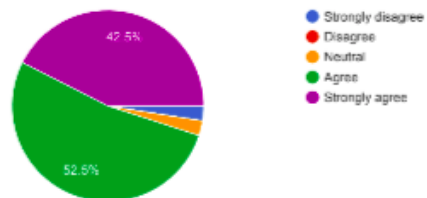
40 responses



Such workshops shall be held every semester as they are very helpful.

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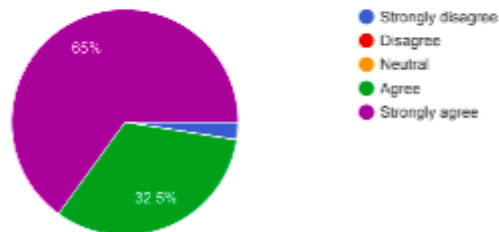
40 responses



The session was conducted smoothly.

 Copy

40 responses



Any other comment

21 responses

Very needful not only to faculty but also for students. If possible conduct such workshop for Students. They only most needed.

No

Educational

Good Experience

Very well organized workshop and relevant in today's time.

Very interesting session

Thanks

NA

The time was very less. Such sessions should be of a little longer duration.

Good wishes

Overall session was good.

Very nice session.

Good experience

Time should be more for activities.

-

Thank you

Great session, paucity of time did not allow more discussion. It would be nice to discuss at length.

Feeling good

It's a fun and lively session.

The length of the event... Could have been more.

Much required workshop in today's time. Looking forward to more such workshops.

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NEWS CLIP AND COVERAGE

<https://x.com/TTDSVCDU/status/1856619687494468090>

Post

TTD Sri Venkateswara College University of Delhi
@TTDSVCDU

IQAC organised a workshop on Well being and work life balance on 13 Nov 2024. Guest speaker was Prof Shalini Shrivastava, Professor, Jaipuria Institute of Management, Noida

2:16 pm · 13 Nov 2024 · 373 Views



Tirumala Tirupati Devasthanams

श्री वेङ्कटेश्वर कालाश्रम

Sri Venkateswara College

(University of Delhi)


NAAC Grade A+

समापन प्रमाण पत्र

CERTIFICATE

यह प्रमाणित किया जाता है कि "संकाय कल्याण और कार्य जीवन संतुलन पर कार्यशाला" का 13.11.2024 को 11:45 पूर्वाह्न से 1:00 अपराह्न तक क्राइटेरिया VI, आंतरिक गुणवत्ता आश्वासन सेल (IQAC), श्री वेङ्कटेश्वर कॉलेज द्वारा ऑफलाइन माध्यम में सफलतापूर्वक आयोजित किया गया और इस कार्यक्रम की रिपोर्ट अभिलेख के लिए आंतरिक गुणवत्ता आश्वासन सेल (IQAC) को जमा कर दी गई है।

This is to certify that the "Workshop on Faculty Well Being and Work Life balance" was successfully conducted on November 13, 2024 from 11:45 am to 1:00 pm by Criteria VI, Internal Quality Assurance Cell, SVC in the offline mode and its event report has been submitted to IQAC for records.


Event In-Charge


IQAC Coordinator
Coordinator, IQAC
Sri Venkateswara College
(University of Delhi)
Ghazala Kuzon, New Delhi-110021


Principal
प्रधानाचार्य
Principal
श्री वेङ्कटेश्वर महाविद्यालय
Sri Venkateswara College
श्री वेङ्कटेश्वर / University of Delhi
घाज़ला कुज़न, नई दिल्ली / Ghazala Kuzon, New Delhi