

To,
The Principal,

11/1/2008

Dear Sir/Madam,

Subject: Invitation for participation in the two days' workshop
on creative leadership for head of the institutions/
principals.

We are organizing two days' workshop for principals of the colleges on 2nd
and 3rd February, 2008. Please find the details in the enclosure.

Thank you.

Yours sincerely,

(Dr.B N Pammar)
Principal

**Two days' workshop on "Creative Leadership"
for Principals of colleges
2nd and 3rd February, 2008**

1) **Objective:** "The College is as good as Principal". With this presumption, we believe that leaders are developed and not born. Leadership is the skill of creatively maximizing the opportunities and overcoming the managerial lacunae. This workshop intends to focus on enhancing and strengthening the managerial capacities and potentials of principals of colleges.

2) **Area of focus:**

- ◆ Creative leadership
- ◆ Creative problem solving
- ◆ Team building
- ◆ System management and other related topics.

3) **Organizers:**

Sri Mrityunjaya Arts and Commerce College, Dharwad- 580008.

Resource person : Dr. Gururaj Karajagi, Chairman, Academy for Creative Teaching, Bangalore.

4) **Eligibility for the participants:** Principals of colleges, who have at least two years of service left as on 1st February, 2008.

5) **Date and time:** 2nd and 3rd February, 2008, 10 a.m to 5:30 p.m

6) **Registration fee:** Rs.1000/- . DD to be drawn in favour of "The Principal, S.M College, Dharwad", payable at Dharwad.

7) **Other information:**

- ❖ All the participants will get both hard and soft copy of the materials.
- ❖ Staying arrangements will be made on specific request and the participants have to pay separately for the same.
- ❖ Registration fee includes breakfast, tea and lunch.
- ❖ There is a provision for only 25 participants. Hence the registration for workshop will be done on first come first serve basis. In this regard, the decision of the organizers will be final.

- ❖ Those who register themselves for the workshop may optionally write to **Dr. Gururaj Karajagi**, stating their problems (if any) they are facing in running their institution. **His address** is - Academy for Creative Teaching, No. 480, I floor, 6th Main, HMT Colony, Opp. Bus Depot, R.T. Nagar, Bangalore - 560 032. Ph: 080 - 41697855, Email : sect.act@gmail.com
- ❖ You are also requested to fill up the enclosed questionnaire and send it to us along with the filled up registration form.
- ❖ Medium of instruction will be English/Kannada.
- ❖ The registered participants should report at the venue at **9.30** a.m on 2nd February, 2008.
- ❖ No TA/DA will be paid by the Organizers.
- ❖ Attendance for all the sessions (on both the days) is compulsory.

8) Filled up registration form and questionnaire along with DD should reach us on or **before 25th January, 2008** at the address mentioned below.

Principal, KLE's Sri Mrityunjaya College of Arts and Commerce, Dharwad 580008 Ph: 0836-2442447 smcollegedharwad@gmail.com

SPOC: Prof. Dr. Anand Mulgund : 9448941722

About Gururaj Karajagi, M.Sc., Ph.D. Chairman, ACT.

Dr. Gururaj Karajagi is a committed educationist who has spent more than three decades teaching and establishing outstanding institutions that reflect the highest principles of educational philosophy and human values. Dr. Karajagi, a doctoral degree holder from Karnatkaa University, has published over 22 research papers in international journals. He has served as a member of several prestigious Educational and Governmental committees. He is a Life Fellow of the Electrochemical Society of India. He is also a serving member of the State Resource Group (SRG) for the implementation of Total Quality Management (TQM) and NAAC accreditation, in the colleges of Karnataka.

Dr. Karajagi was the Principal, V.V.S. First Grade College for Women, Bangalore, for 16 years. He served as the Founder Principal and Academic Director of the Jain International Residential School, Bangalore, and was also the Founder Director of the International Academy for Creative Teaching, Bangalore.

A well read scholar, he has authored many stories, articles and textbooks in English and Kannada. His areas of interest include Creativity, Creative and Critical Problem Solving Skills, Communication skills, Motivation, Work ethics and Human Values. He has conducted more than 400 training programmes in India and abroad for educational and corporate organizations.

**Two days' workshop on creative leadership
for principals of the colleges.
2nd and 3rd February, 2008.**

Registration Form

(To be sent to the organizers along with DD and filled up questionnaires.)

1) Name of the participant : _____
 Designation : _____
 Educational qualifications : _____
 Work experience (details) : _____
 Length of Service as on 1/2/2008(in years) : _____
 Length of service remaining as on 1/2/2008 : _____

2) Address for communication with pin code, phone number and e-mail : _____

3) Name and address of the College with pin/tel.no/email : _____

 Year established :

Faculty	Arts	Science	Commerce	Others
No. of students in 2007-08				
Medium of instruction				

Government / aided / unaided :

4) Do you need assistance to get accommodation? [Y/N] :

5) DD No. : _____ Dated : _____ Rs. : _____
 Bank : _____

Date:

Place:

Seal and Signature of the principal

PRINCIPALSHIP – CORNERSTONE OF SUCCESS

Information Sheet

This sheet seeks to gather some information from the prospective participating Principals, which will help us make the programme quite productive. It also reflects the varied experiences of the participants and helps the organiser and resource persons for the need assessment. You may use a separate sheet for furnishing the information. The information has to be sent along with the duly filled registration form. You may also send soft copies to the following e mail ID's.

Sect.act@gmail.com ; smcollegedharwad@gmail.com

1. Do you feel that the present college curriculum is enriched enough to make it relevant today?
2. Your comments on important traits of a leader at the collegiate level
3. Please brief on the major successes of the college under your able leadership
4. Kindly let us know the challenges faced by you and your team in the college.
5. What do you feel should be the role of the Management in the college administration?
6. Please share with us how do you and your team deal with conflicts
7. There may be issues like employee dissatisfaction and demotivation. Kindly share with us the manner in which these issues are dealt with.
8. Your comments on the quality parameters which define the standard of a college. In this context, also the scenario in your college.
9. Your feelings on the necessity of professional development for a Principal
10. Some say leaders are born and some others opine the leaders are developed/ made. Please tell us what do you feel.
11. Please narrate your contributions to the college as a Principal
12. Please brief on extra curricular programmes organised by your college for students
13. Some teachers often use creative teaching techniques to make the teaching interesting for the students. Please let us know about such techniques used in your college.
14. You may be having some vision for improvement of your college. Please share with us.
15. In your opinion, what should be the focus during the training programme