



**EduExcellence**

Presents  
7<sup>th</sup> Workshop On

# **Management Imperatives for Educational Institutions**

(Modular Programme)

July – Oct, 2011

**Programme Director**

**Dr. HARISH CHAUDHRY (IIT Delhi)**



**IT Partner**

### **About the Workshop:**

The last few decades have witnessed a significant change in the demands on the schooling system. To begin with, the schools have increased in size. The stakeholders, namely the students, teachers, staff, parents, government and society have become much more demanding. The environment, plagued with insecurity and disrespect has become an area of challenge. Concerns of financial management have become important. However, the organization structures continue to be what they were fifty years back. The principal and the owner-manager have a task much more complex than what it used to be and fragmentation of the same only makes things more difficult. In the process, the quest for quality takes a back seat. Quality then rests solely on the quality of students and anomalous initiative of the committed teacher, both a matter of chance.

There is a crying need to put management systems in place so that the logistic and maintenance issues can be delegated and employees trained and empowered to manage them. An appropriate MIS supported by strategic interventions may allow the owner-manager and the principal to focus on the critical aspects of quality and excellence. That management tools would need to fine-tune to each unique situation is obvious, an appreciation and understanding of the same is a pre-requisite. The need of the hour is to understand the subtle interplay among organization structure and processes, the human dimension and technology. The owner-manager and the principal will have to be the change agents and modernize the school management systems through transformational leadership. It is with this background, this workshop has been created.

### **Objectives:**

- \* To sensitize the participants to the science and art of management.
- \* To enable the participants to evaluate current managerial practices and design interventions for improving the same.
- \* To empower the participants to become more effective managers and leaders.

### **Contents: The workshop is divided into four modules, which cover the following topics:**

#### **Module 1: Managing Self**

- ❖ Principles of Management
- ❖ Self-Management and Self Development
- ❖ Time and Stress Management
- ❖ Change Management

#### **Module 2: Financial and Legal Aspects**

- ❖ Understanding Financial statements
- ❖ Legal Issues in School Management

#### **Module 3: Human Resource Management**

- ❖ Recruitment and Selection
- ❖ Empowerment and Motivation
- ❖ Transformational Leadership

#### **Module 4: IT & Quality**

- ❖ Management Information Systems (MIS)
- ❖ Total Quality Management
- ❖ Kaizen and 5-S

**Methodology:**

A judicious mix of lectures, case discussions, experience sharing, simulations and role-playing shall form part of the methodology. The participants would develop an action-plan for implementation at the end of the workshop.

**The Participants:**

The participants of the workshop shall be principals and owner managers of the schools, desirous of sharpening their managerial skills and competencies. Senior teachers and administrators involve in the management of the school or those likely to do so in the near future are also welcome to participate.

**Workshop Venue and Dates:**

Module 1	29 July (Friday) - 30 July (Saturday)
Module 2	26 Aug (Friday) - 27 Aug (Saturday)
Module 3	23 Sep (Friday) - 24 Sep (Saturday)
Module 4	21 Oct (Friday) – 22 Oct (Saturday)

The workshop timings are:

**Friday** - 3:00 p.m. till 7 p.m.

**Saturday** - 9:00 a.m. till 5:30 p.m.

**Fee:**

Rs. 20,000/- (non residential) per participant. The fees include course materials, stationery and working lunch/tea/coffee during the breaks.

**Registration:**

Participants may be nominated by their organization or participate on their own. The duly filled registration form along with Cheque/Demand Draft drawn in favour of “**EduExcellence Educational Society**” payable at New Delhi should reach us on or before **23<sup>rd</sup> July 2011**. The same may be sent/mailed to **Dr.Harish Chaudhry (Programme Co-ordinator, MIEI), 507, Department of Management Studies, Vishwakarma Bhawan, Shaheed Jeet Singh Marg, IIT Delhi, New Delhi-110016**

**Venue\***: The venue for the workshop shall be the committee room, Department of Management Studies, Vishwakarma Bhawan, Shaheed Jeet Singh Marg, IIT Delhi, New Delhi - 110016.

**Program Co-ordinator:****Dr. Harish Chaudhry**

Having done his schooling from The Doon School, Dehradun, Dr. Chaudhry, holds a B.Tech from IIT, Kanpur, PGDBM from IIM Bangalore and a Ph.D from IIT Delhi. Trained by RWTUV, Germany in TQM, BaaN Systems. Holland in ERP and IBM in dB2, Dr. Chaudhry is a consultant and trainer of repute to corporate sector. He has carried out extensive and substantial research on values and quality in education, and has conducted numerous training programs for school principals, parents and teachers in India and abroad.

**Resource Persons:**

In addition to Dr. Harish Chaudhry, a number of senior professors from IITs and IIMs shall contribute to the program. Senior consultants and executives from industry shall come in for special sessions.

\* The organizers reserve the right to change the same if necessary.

**Certification:**

**EduExcellence Educational Society** shall issue a certificate of participation to all the participants of the workshop.

**About the Past Workshops (June, September, October 2009, June & December 2010, May-June 2011)**

Past workshops saw more than 350 vibrant educationists cum budding / aspiring managers from schools from all over India, engaging themselves in thought provoking sessions with experts from various fields like logistic and maintenance issues, employee's training and empowerment, financial management, total quality management amongst others . The faculty was handpicked by the Programme Co-ordinator **Dr. Harish Chaudhry** from Corporate and Education fraternity keeping two parameters in mind

- a.) Their expertise in their respective areas.
- b.) Their field experience on real time school issues.

This combined with case studies on schools and innovative tools made the workshops a truly enriching and memorable experience for the participants.

Workshop On  
**Management Imperatives for Educational Institutions, December 27-30, 2010**  
DEPARTMENT OF MANAGEMENT STUDIES  
INDIAN INSTITUTE OF TECHNOLOGY, DELHI



A group has been formed with an aim to have more such sessions on the issues concerning the education ecosystem encompassing value education, teacher empowerment, legal matters, innovative teaching methodologies, IT applications and many more.

To join the active group of educationists “learn2excel” which has more than 1000 school principals from India and abroad, to keep abreast of all the activities and sessions happening at EduExcellence Educational Society, you can mail your request to “[learn2excel+subscribe@googlegroups.com](mailto:learn2excel+subscribe@googlegroups.com)”

**Inquiries:**

For further information please contact the workshop executive, Ankur Saini: 0-9999051119 or email at [info@eduexcellence.org](mailto:info@eduexcellence.org) or visit [www.eduexcellence.org](http://www.eduexcellence.org)