



REGISTRAR

REF: VTU/BGM/FDP 2025 scheme /808/2025-26/ 2501

DATE: 28 AUG 2025

CIRCULAR

Sub: Faculty Development Programme on Communication Skills and Soft Skills

Ref: The Hon'ble Vice-Chancellor's approval Dated: 17.08.2025

In the digital era, effective communication and soft skills play a pivotal role in enhancing teaching-learning practices and professional growth. This Faculty Development Programme focuses on strengthening communication skills through modern digital tools, while also nurturing essential soft skills such as teamwork, adaptability, and leadership. By integrating technology with human interaction, the FDP aims to empower faculty to engage students more effectively and prepare them for evolving global challenges.

In the newly designed **2025 Scheme of the Engineering curriculum**, two new first-year courses have been introduced: **"1BENG106/206 - Communication Skills"** and **"1BSKS106/206 - Soft Skills."** To ensure effective delivery of these courses after the commencement of classes, Faculty Development Programmes (FDPs) have been scheduled on **1st, 3rd, 6th, and 9th September 2025** at the following venues: **VTU Regional Office, Bengaluru; VTU Regional Office, Mysuru; VTU Head Office, Belagavi; and one of the affiliated colleges in Mangaluru.**

This arrangement has been made to facilitate the participation of faculty members at a location most convenient to them.

The schedule of FDPs, along with the contact details (phone number and email) of the respective coordinators, is enclosed herewith for ready reference.

All Principals of affiliated colleges are hereby requested to **depute 1-2 faculty members** from their institutions to participate in the FDP **without fail**.

General Guidelines for Participants, Host Colleges, and Resource Persons

1. Faculty members participating in the FDP at a nearby host college shall confirm their participation to the coordinator by email.
2. The respective institutions of the participants shall make travel and accommodation arrangements. Faculty members are required to make their own arrangements to reach the host college for the FDP.

3. Participants should contact the coordinator of the host college for further details regarding the FDP.
4. The host college will provide tea, snacks, and a working lunch during the FDP.
5. Attendance certificates will be issued by the host college to all participants.
6. The host college shall prepare a brief report of the FDP, along with photographs, and submit the same to the undersigned within four days of completion of the program. Also, submit the list of the participants college-wise.
7. Resource persons are requested to submit their travel details (TA) and remuneration form, duly certified by the host college coordinator/Principal, to the undersigned immediately after the FDP for further processing.

All Principals of Affiliated / Autonomous / Constituent Engineering Colleges and Chairpersons / Programme Coordinators of University Departments are hereby informed to **depute faculty members for the FDP without fail**. Further, the Principals are requested to **email the list of deputed faculty members to- sbhvtuso2022@gmail.com**

Encl: Schedule and FDP details


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To,

All the principals of the Engineering Colleges under the ambit of the university
All the Chairpersons/Programme coordinators of the university departments at Kalburgi, Belagavi, Mysuru, and Bengaluru

Copy to,

1. The Hon'ble Vice-Chancellor, through the Secretary to VC for information
2. Dean, Faculty of Engineering, VTU Belagavi, for information.
3. The Finance officer for information and needful
4. The Directors, Regional Offices at **Bengaluru, Mysuru, and Belagavi** are hereby informed and requested to make necessary arrangements for the conduct of the Faculty Development Programme. Kindly ensure the following hospitality arrangements for all participants, including resource persons and the coordinating team of your office: Forenoon: Tiffin with tea, Lunch: Working lunch, Afternoon: Tea with snacks
5. Office file

A WORKSHOP ON COMMUNICATION SKILLS AND SOFT SKILLS

Date (s): 01/09/2025 (Monday)

Duration: ONE DAY

Workshop Schedule:

Host College	VTU Regional Office Nagarabhavi, Bengaluru
Coordinator	Coordinator: Dr. Sudarshana Reddy, Regional Director, VTU Regional Office Bengaluru Mobile no.- +91 98444 77111, email- hrsreddy@gmail.com
Resource Persons	Dr Diwakar P Dept. of Humanities, Ramaiah Institute of Technology, Bengaluru, Ph: 9986092199, Email: diwakar.p@msrit.edu Mr Bhaskar Pai Independent Soft Skills Consultant, Former CXO GE South Asia, Ph: 9884064685, Email: bhaskarpai@gmail.com
Time	Session Description
9.00 am – 10.00 am	Registration & Inauguration
10.00 am – 11.30 am	Communication
11.30 am – 11.45 am	Tea Break
11.45 am – 1.00 pm	Soft Skills
1.00 pm – 2.00 pm	Lunch Break
2.00 pm – 3.30 pm	Quiklrn.com – Orientation
3.30 pm – 3.45 pm	Tea Break
3.45 pm – 4.30 pm	Quiklrn.com – Orientation
5.00 pm – 5.30 pm	Valedictory

Workshop Location, Host Institution and Resource Persons Details Duration: ONE DAY Date (s): 03/09/2025 (Wednesday) Workshop Schedule:	
Host College	VTU Regional Office Mysore
Coordinator	Dr. Hema Patil Regional Director, VTU Regional Office Mysuru Mobile- +91 78295 68999, email- romysuru@vtu.ac.in
Resource Persons	Dr Diwakar P Dept. of Humanities, Ramaiah Institute of Technology, Bengaluru, Ph: 9986092199, Email: diwakar.p@msrit.edu Mr Bhaskar Pai Independent Soft Skills Consultant, Former CXO GE South Asia, Ph: 9884064685, Email: bhaskarpai@gmail.com
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3.45 pm – 4.30 pm	Quiklrn.com – Orientation
5.00 pm – 5.30 pm	Valedictory

Date (s): 06/09/2025 (Saturday)

Duration: ONE DAY

Workshop Schedule:

Host College	VTU Head Office Belagavi
Coordinators	Dr. Dandagi, Regional Director, VTU Belagavi Dr. Harish Bendigeri, Special Officer VTU Belgaum Mobile, +91 8618300016, +91 96862 12703 Email- sdandagi@gmail.com, harishbendigeri@gmail.com
Resource Persons	Dr Diwakar P Dept. of Humanities, Ramaiah Institute of Technology, Bengaluru, Ph: 9986092199, Email: diwakar.p@msrit.edu Mr Bhaskar Pai Independent Soft Skills Consultant, Former CXO GE South Asia, Ph: 9884064685, Email: bhaskarpai@gmail.com
Time	Session Description
9.00 am – 10.00 am	Registration & Inauguration
10.00 am – 11.30 am	Communication
11.30 am – 11.45 am	Tea Break
11.45 am – 1.00 pm	Soft Skills
1.00 pm – 2.00 pm	Lunch Break
2.00 pm – 3.30 pm	Quiklrn.com – Orientation
3.30 pm – 3.45 pm	Tea Break
3.45 pm – 4.30 pm	Quiklrn.com – Orientation
5.00 pm – 5.30 pm	Valedictory

Date (s): 09/09/2025 (Monday)

Duration: ONE DAY

Workshop Schedule:

Host College	Shri Madhwa Vadiraja Institute of Technology and Management, Bantakal-574115, Udupi District Ph: 0820-2589182, 183, 184, Email ID: info@sode-edu.in
Coordinator	Mr. Ravinarayan R Rao, Ph. No: 9481939824 Email ID: ravinarayan.mech@sode-edu.in
Resource Persons	Dr Diwakar P Dept. of Humanities, Ramaiah Institute of Technology, Bengaluru, Ph: 9986092199, Email: diwakar.p@msrit.edu Mr Bhaskar Pai Independent Soft Skills Consultant, Former CXO GE South Asia, Ph: 9884064685, Email: bhaskarpai@gmail.com
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