

Resume

Name of Teaching Staff	Shirley Mathew	
Designation	Assistant Professor	
Department & Institute	Department of Science and Humanities, Dwarkadas J. Sanghvi College of Engineering, Mumbai-400056, India.	
Date of Joining the Institution	22/7/2002	
Professional Memberships	ISTE-Life Member (LM123077)	
Email ID	shirley.mathew@djsce.ac.in	
Area of Specialization	English Literature	
Qualifications		
<ul style="list-style-type: none"> • Master of Philosophy (M. Phil. in English Literature) 2008 Madurai Kamraj University • Master of Arts (M.A. in English Literature) 2000 Mumbai University • Bachelor of Education (B. Ed.) 1999 Hansraj Jivandas College of Education Mumbai University <i>Awarded 'Illustrious Teacher' and Certificate of Merit for 'Exhibiting Leadership Qualities'</i> • Bachelor of Arts (B.A. in English Literature) 1997 Sophia College, Mumbai University 		
Certifications		
<ul style="list-style-type: none"> • Certified FaciliTraining Practitioner by F.O.L.K.S. School of Facilitation and Training, June 2023 (Credential ID CFTPO62309) • Certified Soft Skills Trainer by Image Consulting Business Institute, July 2022 • Certified Image Consultant by Image Consulting Business Institute, February 2022 		
Courses Taught / Teaching		
<ul style="list-style-type: none"> • Effective Communication Skills (All branches- Sem I, II) • Professional and Business Communication (All branches- Sem III, IV, V, VI) 		

Journal Publications:

- *Reviving Memories of the Naga freedom struggle- A study of Bitter Wormwood by Easterine Kire* published in International Journal of English and Studies. Volume V, Issue IV (April 2023) ISSN: 2581-8333; Impact Factor: 6.817(SJIF)
- *Ecofeminism and Adivasi Literature: An analysis of Hansda Sowendra Shekhar's The Mysterious Ailment of Rupi Baskey and Easterine Kire's Sky is My Father: A Naga Village Remembered* published in Journal of Higher Education and Research Society. Volume VIII, Issue II (Oct.2020) ISSN-2349-0209

Papers presented in National/International Conferences:

- *Transformative Narratives: Resistance and Healing through Storytelling Tracks*, in the International Conference on Healing Narratives: A Confluence of Literature and Psychology organized by Bombay Psychological Association Trust in collaboration with Shri M D Shah Mahila College of Arts and Commerce held on 28 Feb & 1 March 2025.
- *Feminist Consciousness in Contemporary Writings of Naga Women*, in the Three-Day International Virtual Conference on Multidisciplinary Socio- Economic And Cultural Studies organised By Department Of English in Association With IQAC & UBA Cell, Bishop Kurialacherry College For Women, Amalagiri, Kottayam, Kerala, India In Collaboration With Cape Comorin Trust, India & Cape Comorin Publisher, India held from 26-28 August 2021.
- *Ecofeminism and Adivasi Literature: An analysis of Hansda Sowendra Shekhar's The Mysterious Ailment of Rupi Baskey and Easterine Kire's Sky is My Father: A Naga Village Remembered*, in International e-Conference on Environment, Literature and Culture held on 11th and 12th September 2020.
- *Ecofeminism and Adivasi Literature: An analysis of Narayan's Kocharethi and Mamang Dai's The Legends of Pensam* in the two-day National Conference on Reweaving Terra Mater: Women, Ecology & Livelihood organized by the Faculty of Arts, Mithibai College, sponsored by Western Regional Centre, Indian Council of Social Science Research (ICSSR), and in collaboration with University of Mumbai on 11th &12th January 2019.

Book Chapters:

- Mathew, Shirley. "Women, Land and Resistance: Ecofeminism in Linda Hogan's Select Novels" in *Unveiling Nature's Narrative: Through the Lens of Eco-Feminism*. Research Culture Society and Publication. October 2024. ISBN 978-93-92504-55-6
- Mathew, Shirley. "Image Building" in *Communication Skills for Engineers*. SCIENG Publications. October 2022. ISBN 978-93-94766-21-1

Book Publications:

- Mathew, Shirley. *Effective Communication Skills*. Nirali Prakashan, (2025). ISBN 978-93-6109-148-3
- Mathew, Shirley. *Professional Communication and Ethics*, Nirali Prakashan, (2024). ISBN 978-93-6109-776-8
- Mathew, Shirley. *Professional Communication and Ethics-1*. Nirali Prakashan, (2020). ISBN 978-93-89825-58-9
- Mathew, Shirley. *Communication Skills*. Technical Publications, (2019). Third Revised Edition (ISBN 978-93-332-1497-2)
- Mathew, Shirley. *Communication Skills*. Technical Publications, (2018). Second revised Edition (ISBN 978-93-332-1487-2)
- Mathew, Shirley. *Communication Skills*. Technical Publications, (2017). First Edition. ISBN 978-93-332-1487-2
- Mathew, Shirley. *Communication Skills*. Technical Publications, (2016). Fourth Revised Edition. ISBN 978-93-5038-884-6
- Mathew, Shirley. *Communication Skills*. Technical Publications, (2015). Third Revised Edition. ISBN 978-93-5038-884-6
- Mathew, Shirley. *Communication Skills*. Technical Publications, (2014). Second Revised Edition ISBN 978-93-5038-884-6
- Mathew, Shirley. *Communication Skills*. Technical Publications, (2013). First Edition. ISBN 978-93-5038-884-6

Interaction with Professional Institutions/Industry/Organizations:

- Conducted Workshop on 'Strategies for Writing Impactful Research Papers' organized by M.D. Shah Mahila College of Arts & Commerce on 24 January 2025
- Conducted session on 'Personal Development and Positive Attitude' organized by IndianOil Skytanking for their employees on 18 October 2022
- Conducted session as a Resource person on 'The Key to Powerful Leadership Communication' for ATAL online FDP on 'Institutional Building-Leadership for Academic Excellence in Higher Education' At Sardar Patel Institute of Technology from 5 Dec 2022 – 16 Dec 2022
- Conducted session as a Resource person on 'The Power of Non-Verbal Communication' for

ATAL online FDP on ‘Developing Interpersonal Skills and Effective Communication Intelligence’ at Sardar Patel College of Engineering from 6 Dec 2021-10 Dec 2021

- Conducted International Webinar on ‘*Women Empowerment-A Holistic Approach*’ organized by Bosch-WOL Female Empowerment Initiative for Women employees at Bosch Global level which included female employees from Asia, Europe, and America, on 6 February 2021
- Conducted Webinar on ‘*The Power of Self-Image*’ organized by Bharati Vidyapeeth College of Engineering on 15 July 2021
- Conducted Webinar for female faculty on ‘*Women Empowerment-A Holistic Approach*’ organized by St. John College of Engineering and Management on 6 February 2021
- Conducted Webinar on ‘*Unleash the Power Within*’ organized by Association of IT Students’ of St. John College of Engineering and Management on 20 February 2021
- Invited as Resource person for ISTE approved one-week STTP on ‘Professional Development for Technical Teachers’ for conducting 2 sessions on ‘*Non-Verbal Communication*’ and ‘*Interpersonal relationship*’ organized by Shri Bhagubhai Mafatlal Polytechnic from 15 to 20 May 2017.
- Resource person for Orientation programme in Communication Skills organized by K.J. Somaiya Institute of Engineering and Information Technology, Sion on behalf of University of Mumbai on 9 January 2017
- Conducted sessions for “Student Development Program” (SDP) organized by Thakur College of Engineering & Technology from 3rd July to 7th July 2017
- Conducted sessions on ‘*Presentation Skills & Resume Building*’ for “Student Development Program” (SDP) organized by Thakur College of Engineering & Technology from 11th July to 15th July 2016
- Conducted a session on ‘*Team Building and Conflict Management*’ organized by K.B. College of Arts & Commerce for Women on 16 September 2015
- Conducted sessions for “Student Development Program” (SDP) organized by Thakur College of Engineering & Technology from 6th July to 10th July 2015
- Conducted sessions for “Student Development Program” (SDP) organized by Thakur College of Engineering & Technology from 7th July to 11th July 2014
- Panel member for conducting interviews for the post of Assistant Professor at Don Bosco College of Engineering, Kurla in 2014
- Conducted In-house workshop for First year engineering students on ‘*Techniques to Improve Communication Skills*’ organized by Thakur College of Engineering & Technology on 1 March 2014
- Invited as a Judge for Fr. Conceicao Rodrigues Memorial Debate organized by Fr. Conceicao Rodrigues College of Engineering on 6th September 2013
- Conducted sessions for “Student Development Program” (SDP) organized by Thakur College of Engineering & Technology from 24th June to 28th June 2013
- Conducted In-house workshop on ‘*Techniques to Improve Communication Skills*’ organized by Thakur College of Engineering & Technology on 22 and 23 February 2013
- Member of Core Committee appointed by the University of Mumbai for the subject of Communication Skills (Sem I & II) 2012-13

- Invited as Guest Speaker for the STTP- ‘Four Pillars of Engineering’ by Fr. Conceicao Rodrigues College of Engineering on 21 November 2012
- Invited to inaugurate English Literary Association and to deliver a talk on ‘*Effective Non-verbal Communication*’ organized by Jashbhai Maganbhai Patel College of Commerce on 2 August 2008.
- Invited as a Resource Person for Orientation Programme in Communication Skills as per revised syllabus of F.E. Sem II 2007-08 organized by Atharva College of Engineering on 17 and 18 January 2008.
- Visiting Faculty at Mukesh Patel School of Technology Management & Engineering in the subject of Communication Skills for Academic Year 2007-08
- Conducted lectures at R.C Patel Institute of Technology, Shirpur from 2006-2008
- External examiner for the subjects, *English for General and Professional Communication* and *Introduction to Indian Knowledge System* for F.E./F.T. Sem I at Thakur College of Engineering & Technology
- External examiner for the subjects, *English for Business Communication & Ethics* for F.E./F.T. Sem I at KJ Somaiya Institute Technology
- External examiner at R.C. Patel Institute of Technology, Shirpur in 2021
- Moderation of answer sheets and Question paper moderation at St. Francis Institute of Technology for *Communication Skills & Ethics (Sem I)*

Coursera courses

- *Work Smarter, Not Harder: Time Management for Personal & Professional Productivity* from University of California, Irvine on 6/8/2020
- *Assessment in Higher Education: Professional Development for Teachers* from Erasmus University Rotterdam on 16/7/2020
- *Positive Psychology* from The University of North Carolina at Chapel Hill on 18/6/ 2020
- *Learning to Teach Online* from UNSW Sydney on 9/6/2020
- *Science of Exercise* by University from Colorado on 6/6/2020
- *Introduction to Public Speaking* from University of Washington on 28/5/2020

Courses completed

- One-week FDP on *Innovative Teaching Strategies and Tools in the Digital Age* organized by Scrollwell from 20/5/2024 to 26/5/2024
- Twelve-week NPTEL-AICTE course on *Educational Leadership* from July-Oct 2023. Score 97%
- Two-week ATAL blended/hybrid FDP on *Stress Management, Art of Living and Effective Communication Skills* at Sardar Patel College of Engineering from 14 Nov -25 Nov 2022
- One-week online FDP on *New Strategies and Tools for Innovative English Language Teaching* at St. Joseph’s College, Devagiri, Calicut from 12 July - 16 July 2021
- One-week online FDP at DJ Sanghvi College of Engineering on *Improving Teaching Learning Experience using Best Practices* from 15 June -19 June 2020

- Two-week AICTE-ISTE approved Induction/Refresher programme on *Contemporary Trends and Practices in Inter-personal Communication and Business Arbitration* organized by Thadomal Shahani Engineering College from 23/4/2018 to 5/5/2018
- One-week ISTE approved STTP on *A Journey Towards Awareness* organized by Fr. Agnel ISTE- Chapter from January 1- January 5, 2018
- Eight-week NPTEL course on *Enhancing Soft Skills and Personality* from Feb-April 2019. Score 97% (Elite certificate)
- Eight-week NPTEL course on *Developing Soft Skills and Personality* from Aug-Oct 2019. Score 99% (Elite certificate)
- Two-week ISTE approved Faculty Development Programme organized by Thakur College of Engineering & Technology from 18 December to 29 December 2006
- Two-week Refresher course on Communication Skills at Sardar Patel College of Engineering on Modern Perspectives in Communication and Interpersonal Skills from June 9 to June 21, 2003
- Twelve-day Faculty Development Programme at St. Francis Institute of Technology – 2001

Seminars/Programs attended

- Two-day National Seminar on *Re-visiting, Re-reading & Re-imagining Partition Literature* organized by M.D. Shah Mahila College of Arts & Commerce & Dept. of English, SNDT Women's University on 20/3/2023 to 21/3/2023
- Three-day AICTE FDP on *Introduction to UHV* organized by Mukesh Patel School of Technology Management & Engineering from 22/6/2023 to 24/6/2023
- Two-day state level workshop on *Research Avenues and Methods in English* conducted by the Department of English at Ramniranjan Jhunjhunwala College from 28-29 January 2019
- Orientation Programme in Communication Skills organized by KJ Somaiya IEIT in 2017
- Orientation Program on revised syllabus of Communication Skills for FE (SemII) organized by VIT -2012
- Workshop on Credit and Grading System at SPIT -2012
- Two-day training workshop on NLP-5 Steps to Excellence- 2010
- Two-day Orientation Program in Communication Skills at Atharva College of Engineering on 17 and 18 January 2008
- Two-day National conference on Information and Communication Technology organised by DJ Sanghvi College of Engineering -2006
- Two-day perspective in Presentation and Communication Techniques and Technical Writing organised by SIES Graduate School of Technology 2006
- One-day seminar on 'Technical Perspective to Communication Skills' organised by Lokmanya Tilak College of Engineering

Institute/Department Responsibility handled:

Section-in-charge/Subject Coordinator of Communication Skills (since 2005)

- preparing Annexure and workload distribution of Communication Skills section in the First Year (since 2005), Second Year (since 2022-23) Third Year engineering (2005-06 to 2024-25)
- preparing CO-PO-PSO mapping and coordinating Course file preparation according to NBA requirements for Effective Communication Skills in semester I & II (F.Y.B.Tech) all branches, Professional and Business Communication in semester III & IV (S.Y.B.Tech) all branches (2022-23 onwards), Professional and Business Communication semester V&VI (T.Y.BTech) all branches (till 2024-25)
- coordinating with exam section by providing internal and external examiners (prior to QBMS) for paper setting, providing faculty list for assessment and moderation, and allocation of faculty for the present QBMS
- coordinating internal KT exams for First Year students
- appointment of Visiting faculty, maintaining their attendance records, facilitating, and monitoring their conduction of classes, academic documentation, assessment process and verification of remuneration claims.
- preparing and submitting budget requirements for Communication Skills section
- coordinating submission of monthly report of conduction of lectures and faculty activities

Internal Continuous Assessment Committee (ICAC) member (since 2023) to facilitate the conduction of internal examination at the department level

F.Y.B.Tech Term test Coordinator (since 2012)

- overall conduction and coordination of two term tests each semester for F.Y.B.Tech (Group A and B)
- Conduction of Re-test for students who miss Term test due to medical reasons
- preparation of seating arrangement and supervision duties
- coordinating with subject coordinators for question papers and photocopying the required numbers for the examination
- arranging for answer sheets/drawing sheets
- Arranging for distribution and collection of answer sheets

Joint Convener - Examination and Evaluation Committee (2019-2021)

- Coordinated moderation and revaluation process of the End Semester Examinations
- Coordinated ESE evaluation process during the transition from offline to online evaluation during lockdown period

Member of the Core examination committee for better conduct of examination and examination related activities constituted for the academic year 2015-16

Vigilance Committee member from 2013-2025 to monitor the punctuality and timely conduct of lectures and practicals

Panel member of the Selection Committee for interview of Assistant Professor in Communication Skills at DJ Sanghvi College of Engineering on 21-10-2026

Faculty in charge of DJS LitSoc- the Literary society of DJ Sanghvi College of Engineering since 2014 overseeing the appointment of Core and Co-committee student members, the organizing of literary events, marketing, publicity

Admission Committee member since 2005 primarily handling document verification process, queries, and facilitating the overall admission procedure

Class teacher for first year students **and mentor** for the higher semester and first year students addressed difficulties (personal/academic) faced by students during the semester and mentored them regularly during their academic tenure in college

Co-ordinated with the central SVKM Soft Skills team to design the course content of the soft skills program and also conducted soft skills training sessions for BE students of DJ Sanghvi college of engineering

Coordinator of ISTE approved STTP on 'Effective Communication and Life Skills' organized by Dwarkadas J. Sanghvi College of Engineering, from 2 June to 6 June 2008

Conducted Seminar and Workshop for in house faculty on 'Effective Classroom Communication' in 2007 which discussed the verbal and non-verbal aspects of communication required in the teaching-learning process

Set up the Language Lab using Wordsworth software in 2012 on a single network of 20+1 terminals to enhance language learning by providing an immersive, interactive environment for practicing listening, speaking, reading, and writing (LSRW) skills, improving pronunciation, building fluency, and developing soft skills like interviewing, through multimedia, self-paced, and monitored activities

Member of Academic autonomy application process committee to examine all aspects of the process of applying autonomy in August 2015

Counseling Committee member in 2011

helped students seeking admission for post graduate studies in universities abroad by guiding them in Drafting SOP and drafting LORs

Conducted a session on ‘Storytelling’ as a part of ‘Author Talks’ in the program, ‘Vachan Sankalp Maharashtra’ organized by DJ Sanghvi College of Engineering as per directive of the Directorate of Technical Education (DTE) on 7/1/2025

Conducted mentoring sessions and workshop for students of DJ Sanghvi College of Engineering during Internship Fair on ‘Resume building and Cracking Interviews’ organized by DJCSI & Training and Placement Cell on 13/4/2023 and 14/4/2023

Member of organizing committee of the program, ‘Vachan Sankalp Maharashtra’ organized by DJ Sanghvi College of Engineering as per directive of the Directorate of Technical Education (DTE) on 7/1/2025

Conducted a session on ‘Motivation’ for STTP on Advance Computing Techniques organized by Department of Computer Engineering on 11 January 2008

Conducts sessions on Stress Management during F.Y.B.Tech Induction programme from 2022-23

Presiding Officer for Election Duty on 20 November 2024

Chairperson of College Magazine Committee (2006-2008)

- constituted magazine team comprising of students and staff
- Co-ordinated the various aspects of planning, designing, content and printing of the magazine

Provided Letters of Recommendation to students for the purpose of higher studies to foreign universities