SAROJINI NAIDU GOVERNMENT GIRLS POST GRADUATE (AUTONOMOUS) COLLEGE

Shivaji Nagar, Bhopal

Policy for

FACULTY DEVELOPMENT

SAROJINI NAIDU GOVERNMENT GIRLS POST GRADUATE (AUTONOMOUS) COLLEGE, SHIVAJI NAGAR BHOPAL

FACULTY DEVELOPMENT POLICY
Manual

POLICY:

Sarojini Naidu Govt. Girls P.G. College strongly believes that the faculty is one of the strongest pillars of institute. Institute always believes that the best faculty makes the best students. As a result, Management of the Institute is committed to creating faculty of national and global standards. Therefore, the management is always ready to support faculty development programs and initiatives to empower and assist faculty members to excel in teaching and training and become more effective and talented in the concerned profession. Faculty development is a shared responsibility of the faculty members and the college.

All the faculty members are strongly encouraged to pursue PhD degree. The faculty members are provided numerous opportunities to pursue research and participate in seminars, conferences, and workshops.

SNGGPG College believes that participation in such programmes goes a long way in upgrading the research and pedagogical skills of the faculty.

SNGGPG college is committed to supporting continuous learning for faculty members through faculty development initiatives related to excellence in teaching & learning, research, consultancy and extension thereby transforming faculty members into thought leaders to make SNGGPG college a knowledge centre.

FACULTY DEVELOPMENT COUNCIL (FDC):

The FDC consists of the following members --

- Principal of the Institute (Chair of FDC)

- Chair Research Committee

- IQAC Coordinator

- World Bank Project Coordinator

- UGC Coordinator

- Dean from each Discipline – Science, Commerce, Arts and Home Science.

Frequency of meeting -

The FDC shall meet on every month. It is the responsibility of the Chair of FDC to see that the meeting is convened, and its minutes are kept.

Tenure of the Council -

The tenure of the members of the council shall be two years.

Faculty Development Fund -

College tries to get financial assistance for Faculty Development Fund from World Bank, RUSA, UGC, Department of higher Education govt. of M.P. and Janbhagidari Samiti.

Roles & Responsibilities:

- It is the responsibility of the Faculty Development Council (FDC) of the college to organize training/input sessions for the entire faculty by eminent scholars from repute national/ international institutions. There shall be a minimum of two such programmes in an academic year.

- Professional qualification is always a benchmark of quality. Hence all the faculty members shall have PhD, either during the time of appointment or within five years of the joining.FDC should motivate the faculty to achieve PhD degree.

- FDC is responsible for development and design of SWAYAM (Study Webs of Active-Learning for Young Aspiring Minds) Platform for hosting Massive Open Online Courses (MOOCs) in terms of MHRD's OM No.8-26/2014 dated 21st March, 2016 by blending academics with technology.

- FDC shall be responsible for creating self-paced learning in various areas, like, Yoga, GST, Economic Survey, Skill development and Curriculum bases Training Programs / Workshops (Science, Humanities & Social Sciences, Commerce, Management, and other Inter-Disciplinary Areas)

- Responsible for developing and designing soft skill enhancement programmes such as -

    1. Advanced Leadership Skills

    2. Advanced Presentation Skills

    3. Communication Skills

    4. Creative Thinking

    5. Decision-Making Skills

    6. Digital Literacy Program

    7. Emotional Intelligence

    8. Goal Setting

    9. Polite and sincere behaviour

    10. Problem- Solving Skills

    11. Stress and Conflict Management

    12. Teaching Techniques

    13. Time Management

    14. Team Building

    15. Disaster Management

    16. Professional Ethics

    17. Cyber Security

    18. Short Term Training Programme.

    19. Refresher Programs.

    20. RTI matters.

Implementation of FDP:

FDC, IQAC and Staff Club Collaboratively organised such Faculty Development Programmes for the Faculty Members to achieve empowerment, motivation, learn new skills, become happier, feeling good, mentally strong, positive and satisfied individuals in their personal and professional life.

Some such programmes organised by college are:

❖ **Academic Faculty Development Programme**

- Faculty Development Programme on Preparations of NAAC visit - 2022

- Training Program on "Learning Outcome and attainment" related to NAAC Preparations - 2022

- Faculty Development Programme on "Smart class Management"

- - 2020

- Faculty Development Programme on "Administrative and Managerial Skills" - 2019

- Workshop on Research Methodology in Social Science - 2018

- Disability issues Faculty development program on disability issues with focus on sign language - 2017

- Workshop on Personality Development - 2017

- Quality Sustenance and Faculty Development – 2015

❖ **Non-Academic Faculty Development Programme**

- Welcome get-together for new faculty members

- Farewell get-together for members who are leaving the institute

- New year get-together

- Festivals celebrations and Cultural Programmes like Deepawali, Holi, Sawan, Navratri, Saraswati pooja on Basant Panchami

❖ **Feedback and assessment training program / workshops:**

- Feedback from the faculty should be obtained by the council and mechanisms to assess the impact should be developed by the council.

Presentation of FDP Report:

It is mandatory to prepare a comprehensive FDP report along with its impact assessment every year. Depending on the availability of fund, more provisions shall be incorporated and existing ones are revised every year. The inclusion of more provisions and revision of existing will be discussed and finalized in the FDC meetings.

Review of the FDP:

FDP Review after every two years is mandatory.

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