

**Government Autonomous
Girls Post Graduate
College of Excellence,
Sagar M.P.**



**FACULTY & STAFF
DEVELOPMENT
POLICY**



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FACULTY DEVELOPMENT POLICY

Among the foundation principles of the National Education Policy 2020, that regards "teachers and faculties as the heart of learning process - their recruitment, continuous professional development, positive working environments and, service conditions. Also, the working efficacy of the supporting-staff of the institution is required to be continuously upgrade dasper the needs of NEP-2020 and other requirements. Therefore, Govt. Autonomous Girl's P.G, College of Excellence, Sagar (M.P.) has come up with a mandatory policy, "Faculty Development Policy" for their professional enrichment.

Preamble

This policy document is recognized as "**Faculty Development Policy**" of the Government Autonomous Girl's P.G. College of Excellence, Sagar (M.P.). This policy acknowledges FDP as a framework to encourage and support opportunities for their enrichment and continuous learning and is applicable to all the teaching and non-teaching staff of the institution.

Introduction

Future success of any institution depends on its faculties and supporting-staff, which in turn are reliant on knowledge, skills, expertise, and motivation. Training and development are ongoing and organized processes. Every teacher should be given a sense of professionalism, excellence, drive, and motivation during the training process. All other professions are taught by the professional known as the teacher. Therefore, a faculty development program is crucial to achieving any organization's long-term objectives. The institution has create policy in this regard to encourage and support the institution's faculties for on going enhancement of the profile of the faculty and staff.

Objective & Goals

The main objective of this policy is to build a platform for innovation and educational leadership according to the vision of NEP-2020 and to boost faculty profiles and prepare them to compete with the best in this field. To promote academic staff indulged in teaching and learning activities academic staff exchange, teaching and learning support and program, research supervision and support, conducting research or project work, participating in internal or external committees or in institutional governance, and coaching and mentoring programs are some examples of academic development programs that should place a focus on scholarly activities. The support-staff associated with them should also be continuously informed and rigorously trained for the Abovementioned activities to have a robust mechanism for implementing them.

To achieve qualitative and quantitative reforms in the institution's teaching-learning processes and related pedagogies for both under graduate and post-graduate students, the institution has set the following goals:

1. To plan and Conduct faculty and other staff development training regularly for enriching their capabilities.
2. To educate faculties about innovative ideas in instruction and evaluation.
3. To create an environment that is conducive for inclusive and equity based teaching & learning with innovative ideas and skills needed to be a competent and successful mentor, administrator, teacher and researcher.
4. To develop and offer faculty chances to represent the institute on a variety of academic and non-academic forums.
5. To foster a culture of research in the institution that will inspire faculty to conduct and publish educational research.
6. To improve interpersonal relationships through effective communication.
7. To plan an Institutional-level faculty development program.

Plan of Action:

- The Institution level Faculty Development Committee (FDC), in collaboration with various department-level sub-committees, will ensure that the FDC operates in away that advances the a for ementioned goals.
- All Head of the Departments are responsible for implementing, monitoring and reporting on their staffs' Professional Development Plans.
- The FDC will monitor & direct institutional departments to undertake faculty training programs on a regular basis in order to improve educational technology skill of faculties: By regularly conducting FDC, new faculties are on boarded and veteran teachers are refreshed.
- FDC shall invite and include the experts/specialists in faculty and staff development from internal and external sources, in addition to the mandate of the relevant statutory norms for faculty development program.
- Additionally, FDC will hold training sessions aimed at improving faculty and staff member interpersonal communication abilities on a professional and personal level.
- The FDC will encourage the faculty members of each component unit to take part in the numerous seminars, conferences, workshops, fellowships, educational programs, etc. that are held both inside and outside of the institution.
- FDC will help design policies for institution to finance faculty members for academic and scientific presentations at both the national and international levels.
- The FDC will encourage faculty members to enroll in various academic enrichment programs and fellowships.
- FDC will provide guidance and encouragement to institutional education units as they plan various academic and educationally focused workshops and programs for research scholars and postgraduate students.

- The FDC is in charge of keeping track of all pertinent information, documentation, and records pertaining to faculty activities.
- At the conclusion of each academic year, FDC is required to conduct an audit, write a report, analyze it, and submit it to IQAC.

Committee

Faculty Development Committee is an important constituent of the institution for effective implementation of the policy, especially, when National Education Policy-2020 had been launched by the Department of Higher Education, Government of M.P. The Committee has the following constitution:

- Chairman : Principal
- Convener : A Senior Faculty
- Members : 2-3 faculties & Staff Members

Functions of the Committee

The Faculty Development Committee will meet regularly, to plan out the priorities and the development needs of their employees in alignment with organization's goals for smart and smooth initiation of NEP-2020, by training the faculties and staff regarding new and innovative pedagogies, so that they can guide the learners choosing their learning trajectories and programs, and their own path in life according to their capabilities and interests. The committee will ensure equity of access for all employees when allocating resources for professional development.

Implementation

To be eligible for taking part in the FOP & SOP the allowance, the employee must make a formal application and provide evidence that they are accepted /enrolled in an approved formal award course.

It should be specifically recommended and forwarded by the Head of the Department, before processing through the office as per the govt. norms.

Amendments

The Institute shall examine its Faculty Development Policy on a regular basis and amend it as necessary to comply with national policies and directives issued by competent apex bodies.

Pertaining to any contradiction in any Policy of the Institution, the later revised policy will take precedence.

Publication of Faculty Development Policy

The Faculty Development Policy shall be widely publicized among the institute's stakeholders with all the possible means, as well as prominently displayed on the Institutional Website to attract the attention of concerned stakeholders.

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