



**SWAYAM SIDDHI COLLEGE OF MANAGEMENT
& RESEARCH**

(Approved by AICTE, Recognized by Government of Maharashtra & Affiliated to University of Mumbai)

Faculty Development Policy Manual

AY-2021-22



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1. POLICY:

SSCMR always believes that best faculty makes the best students. Hence, it is necessary to create faculty for higher standards. Therefore, the management is always ready to support Faculty Development Programs and initiatives in order to empower and assist faculty members to excel in teaching-learning and training and become more effective and talented in the concerned profession. Faculty development is a shared responsibility between the faculty members and an institute. All the faculty members are strongly encouraged to pursue PhD after joining in SSCMR. All the promotion and other recognitions shall be strictly based on the quality and performance of the faculty. In the institute promotion and appointments to higher levels the research and publications with other quality measures are taken into account.

2. GUIDING PRINCIPLE:

SSCMR is committed to support 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 SSCMR a knowledge center.

3. FACULTY DEVELOPMENT PROVISIONS:

3.1: Training and Development:

Professional qualification is always a benchmark of quality in the Teaching-Learning process. Hence, all the faculty members shall have Ph.D, either during the time of appointment or within five years of the joining at **SSCMR**. The management shall consider the highest qualification of the faculty in all the promotions, appointments to higher cadre etc.



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The faculty also shall involve in publishing scholarly articles and research papers in reputed journals.

It is the responsibility of the **IQAC** of the institute to organize training/input sessions for the faculty members by eminent scholars from reputed National/International institutions and Industry. There shall be a minimum of four such programs in an academic year. Feedback from the faculty should be obtained by the **IQAC** and mechanisms to assess the impact should be developed.

3.2: Financial Assistance

Financial Assistance/ encouragement to faculty shall be provided for the following:

- a) Presenting research papers in national and international seminars
- b) Publishing research papers in national and international journals
- c) Authoring academic books
- d) Visiting institutions & Industries of excellence at the national and international level
- e) Attending Faculty Development Programs organized by top level institutions & Universities in India

3.3: Recognizing contributions:

In order to encourage & motivate the faculty members, SSCMR is committed to devote 4 times FDP in each academic year. In a public meeting, the contributions of the following type are recognized.

- a) Acquiring additional degrees such as Ph.D.
- b) Papers presented in National/International journals
- c) Publishing research papers in National and International journals
- d) Authoring academic books
- e) Delivering academic lectures as resource persons outside the college
- f) Moderating paper presentations in a state/National/International seminars
- g) Any other academic contributions which the **IQAC** consider necessary to be



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honored and recognized.

3.4: Leave

All the leave related rules of the affiliating University and of the Government will be strictly followed by the institute. SSCMR is encouraging faculties to avail all eligible leaves such as Casual Leave, Commuted Leave etc. for their research/training and development needs. Wherever required the provision of Duty Paid leave is approved for the research work and attending workshops, seminars and guest lectures and the faculty has to submit attendance report in given format to improve the academic environment along with its impact assessment.

3.4: Faculty Development Fund:

The institute maintains and provides required funds for Faculty Development Program and encourages faculty members for academic performance.

4: IMPLEMENTATION:

4.1: IQAC:

The implementations of Faculty Development Programs vest with IQAC and it consists of the following members:

1. IQAC Co-ordinator
2. Director (Ex-Officio)
3. In-charge of Research & Development Committee.
4. In-Charge of STC

4.2: Frequency of meeting

The IQAC shall meet twice in a semester. It is the responsibility of the head of IQAC to see that the meeting is convened and its minutes are kept.



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4.3: Tenure of the IQAC

The tenure of the members of the IQAC shall be three years and are eligible to apply again for being included in the council.

4.4: Presentation of FDP Report:

It is mandatory to present a comprehensive FDP report along with its impact assessment. Depends on the availability of fund, more provisions shall be incorporated every year. The inclusion of more provisions will be discussed and finalized with head of the institute.

4.5: Procedures

To get financial assistance as mentioned under clause 3.2, one should apply to the **IQAC** in the prescribed format. In the application form there shall be provision to write a minimum of 200 words as to how the college will benefit if the financial assistance is provided for 3.2 (d) and (e). The detailed report to be submitted to the Director immediately after the program.

5: REVIEW OF THE FDP POLICY

The FDP shall undergo review whenever found necessary, may be once in every three years. The review shall be made by the IQAC and the same shall be submitted to the Director for the further approval.

Approved on 27th May 2021

SD/-

Director,

SSCMR, Bhiwandi.