



# **SRI BALAJI VIDYAPEETH**

Deemed-to-be University

U/S 3 of UGC Act 1956

Accredited with 'A' grade in the First Cycle by NAAC

## **SBV POLICY ON FACULTY DEVELOPMENT PROGRAMS – 2019**

**SRI BALAJI VIDYAPEETH (SBV)**  
 (DEEMED-TO-BE-UNIVERSITY)  
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## **TITLE AND APPLICABILITY**

### **SBV POLICY ON FACULTY DEVELOPMENT PROGRAMS - 2019**

The Policy on Faculty Development programs, as applicable to the faculty members from within and outside SBV for enhancing capacity building, besides acquiring knowledge that is value based.

#### **PREAMBLE**

Sri Balaji Vidyapeeth is NAAC “A” Graded Deemed-to-be-University which is among the top Health Sciences Universities in India situated in Pondicherry which is now a vibrant academic hub. We have two constituent medical colleges (MGMCRI & SSSMCRI), a dental college (IGIDS), two nursing colleges (KGNC & SSSCON), besides designated centres dedicated to Yoga Therapy (CYTER), Music Therapy (CMTER), Inter Disciplinary Research (CIDRF), Simulation, Health Professions Education (CHPE) and Cadaver laboratory.

The Centre for Health Professions Education (CHPE) was established by SBV in 2015 to work towards the goal of attaining excellence in health professions education in alignment with the mission of SBV to promote capacity building of health personnel in a holistic manner. This is being pursued by the centre for launching new innovative programs based on Choice Based Credit System (CBCS) recommended by the UGC, which are available and accessible to teachers across the profession, working in medical, dental, nursing and allied health sciences disciplines. Another major area of focus has been Faculty Development which is the corner stone for ensuring the success of curricular reforms as well as career enhancement of the faculty.

SBV’s vision of Faculty Development Program (FDP) goes beyond the traditional concept of teacher training which is unfortunately confined to development of pedagogical skills in a given discipline. The model which SBV aims to dream, discover, design and demonstrate deals with the whole gamut of skills to achieve the trinity of mission among the health profession, viz., education, patient care and research. This philosophy has compelled SBV to formulate a comprehensive policy on Faculty Development to become a trend setter in HPE.

#### **PURPOSE**

Faculty Development also known as professional development, plays a major role in enhancing the capacity of the faculty since professional development in higher education institutions is considered as a mandatory attribute. Furthermore, Professional Development Programmes can also be considered as the essential facet of Academic Performance Indicator (API), as laid down by the UGC. Accreditation and ranking processes also take into account for Professional

Development Programs, besides the Full-time Executive Development Program as an effective marker of professional growth in the career of any faculty member.

### **SCOPE OF THE POLICY**

This policy will cover broadly the following issues:

- Goals, Intended Outcomes and Targets
- The Structure and the Process of FDP - the strategy
- The roles and responsibilities of various individuals and teams
- Regulations regarding the governance of FDP, financial provisions, budget and statement of accounts

### **SBV MISSION OF FACULTY DEVELOPMENT**

- To develop a unique model of Faculty Development Program (FDP), this is grounded on the principles of Relevance, Quality, Synergy and Sustainability.
- To launch a series of Faculty Development Programs by networking and collaborating with experts and knowledge partners in all the four domains of functioning of the faculty, viz., teaching, clinical/patient care, research and administration.
- To encourage local capacity building by identifying a team of coordinators drawn from the Constituent Colleges/Centres of SBV.
- To standardize the planning, organization and evaluation of FDPs both on short term and long term basis.

### **THE CONTEXT**

Faculty Development Programs constitute the backbone of any progressive academic institution. It has been recognized as a potential tool for launching curricular reforms successfully. It enables capacity building of the faculty and contributes to their career enhancement. However, designing a sustainable program of faculty development is met with several challenges. Most of the Universities in India have introduced CMEs, seminars, workshops and conferences for medical faculty in a sporadic manner. What is lacking is, a comprehensive approach to address all categories of faculty working at various levels. The SBV model of faculty development emphasizes relevance, quality, and sustainability as the major planks of FDP.

SBV (DU) by virtue of presence of all health professions Institutes (Medical, Dental, Nursing and Allied Health science) under one campus is uniquely placed to offer a variety of high quality Faculty Development Programs (FDP). This can be achieved by commissioning a small core group of educators, who will be coached,

mentored and hand-held by national experts for delivering a continuous stream of workshops round the year.

This step will help in deriving multiple benefits. It will stimulate local capacity building. It will also serve as a stepping stone for launching a large number of credit based courses which count for accreditation. Such events will also increase the visibility and positive perception of SBV at the National level. Ultimately, the initiative will help in evolving a sustainable model of FDP in a competitive environment.

## **GOALS, INTENDED OUTCOMES AND TARGETS**

The goal of Faculty Development Programs is to design and implement a sustainable model which contributes to the capacity building of health professionals at all levels.

### **The deliverable outcomes include:**

- A system in place for organizing **regular, on-going capacity building** workshops for **faculty, staff, and residents** of SBV who can contribute to educational leadership and scholarship.
- Formation of an Advisory Board consisting of **eminent national and international experts** who are willing to share **ideas, innovations, and best practices** in faculty development in particular and health professions education in general.
- Workshops covering in all core domains of a faculty, viz., **teaching, clinical, research and administration (to begin with 23 workshops for 2019-20)**.
- Creation of a **national repository of educational resources** which can be accessed either **free or on cost basis** to the academic community.

The targets to be achieved are 23 workshops scheduled from August 2019 to March 2020. The number of workshops will be regulated in accordance with the need and demand from the target population.

## **UNIQUE FEATURES OF SBV MODEL**

- The SBV with its presence of all health professions under single campus lays emphasis on trans-disciplinary and **inter-professional approach** to FDPs, which holds the key for capacity building in health. The FDPs will therefore address both generic issues (research capacity building, soft skill development, patient safety etc.) and issues specific to departments (Good clinical practice).

- The FDPs to be delivered will be of **high quality** on par with the international standards which is made possible by empanelling experts drawn from India and abroad. The international experts will provide inputs and participate virtually. At least two national experts including experts from Institutes of national importance such as JIPMER should be invited. Adequate number of local resource persons should be inducted to facilitate experiential learning with hands on experience.
- The resources produced during the FDPs, will eventually lead to the augmenting of **accredited Certificate Courses** and Fellowship Programs of SBV. Some may lead to **IPR activities of SBV**
- All FDPs will apply for **Credit Points by SBV** and other external agencies. The Registry (with a nodal officer appointed for the purpose) will be responsible for levying the fees at such rates as decided by the competent authority for processing the applications for awarding the Credit Points. The credit points awarded by the SBV for the courses will be shown in the Certificates awarded to the participants, resource persons and organisers. A system of accumulating credit points as credential of learning by various categories of PG/Ph D scholars will be set in place in due course.
- SBV model envisages the FDPs to be organized on Saturday/Sunday for optimizing the resources and to facilitate the external participants to avail FDPs without affecting their routing academic schedule. This gives an opportunity for the delegates coming from far of places to visit and explore the tourist attraction of Pondicherry.

## **GUIDELINES FOR IMPLEMENTATION**

### **The structure for organization of FDPs**

- a) SBV(DU) Steering Committee - Vice-chancellor, Deans/Vice Deans, Principals/ Vice-principals of all Constituent Colleges, Officers of the Administration, representatives of Management - CEO/GM (Admin.) and GM (Finance).
- b) Advisory Board will include eminent persons from India, and abroad. Some of them may also be invited as external Faculty/Resource Persons during the workshops.
- c) Local Coordinators and core groups: This will involve
  - i) About 20+ groups, each led by a Coordinator, who will be responsible for planning and implementation of FDPs with support from national faculty and logistics group.

- ii) Logistics Support Group - budgeting, registration, publicity, program logistics for delegates and resource faculty. This will include staff/officers from Administration (SBV/MGMCRI), Department of IT, Medical Simulation Centre and Central Library. Till such time a dedicated web-site is developed for driving all activities, SBV portal will be utilized. The media and publicity will be assisted by the Public Relations Officer, and SBV - MAPCOM the official media wing of SBV.
- iii) All FDPs will have inbuilt evaluation mechanism for assessing their process, outcome and impact.
- iv) The FDPs will be operated by a separate account “SBVCON” with facility of online payment. All payments registration fees, sponsorship etc., will be credited to this account. All expenses will be incurred by following financial procedure of SBV which are subject to audit.

### **Calendar of FDPs**

The CHPE in consultation with IQAC and the Steering Committee will prepare an annual calendar of FDPs by prioritizing the potential areas of FDPs. A balance needs to be struck in taking up areas of importance laid by the accrediting agencies/regulators and the felt needs of the faculty across the Southern States and PAN-India. The FDP calendar comes in to force with due approval by the Vice-chancellor.

### **Program planning by the Coordinator**

The Coordinator for each FDP will be responsible for further planning of the event including forming a team, identifying knowledge partners, applying for funding/sponsorship, identifying international/national/local faculty and budgeting the whole activity within the broad guidelines given by the competent authority. All program proposals and budget proposals will be scrutinized by the Director CHPE and put up for approval by the Vice-chancellor.

### **Logistics of SBV Faculty Development Program**

#### **Protocols, Templates and Checklists**

The National FDPs will follow a uniform protocol and templates approved by the competent body to ensure uniformity in pattern and optimizing resources. These will be prepared by the CHPE and got approved by the Vice-chancellor. The coordinators will have flexibility to customize their content, schedule and budget allocation including decision on registration fees. However, this can be exercised within the budget approved for the event.

## **The Venue and Facilities**

While the main venue for all FDPs will be the MEU Block of MGMCRI, other venues such as lecture halls, Medical Simulation Centre of MGMCRI and Central Library of SBV can be utilized as and when required. All venues will be equipped with Audio-visuals, workshop kit, Internet connection, Wi-Fi and capability for holding video-conference and webinar sessions with remote faculty. The support for the venue and facilities shall be provided by the administration.

### **The facilities:**

- PCs with Internet connection broad band high speed
- Multimedia Projector
- High resolution TV/Monitor 3x4 size
- Document camera
- Soft board with markers
- Flip charts
- Video-conferencing

## **Learning Resources**

Attempts should be made to produce or procure high quality resources with the help of National/International experts. However, all resources should be made and distributed in electronic form in tune with the green initiative of SBV.

## **Man power**

The SBV faculty and staff will be given compensatory off in commensurate with their engagement during the event.

The external resource persons will be given local transport besides remuneration of Rs. 1,000 per day. No travel fare or hotel accommodation can be extended to the external resource persons. They will be given a Certificate of Participation/Appreciation along with credit points as applicable (generally twice the points awarded to the participants).

## **Modes of Publicity/Communication**

Attempts should be made by the Coordinators to achieve wide publicity for attracting external participants including the following:



- Institute Website
- Social Media
- Whatsapp, Facebook, Google group, E-mails
- Newsletters of SBV, Newspapers
- Pamphlets/flyers
- Piggy riding through participants of workshops / conferences /meetings held locally as well as outstation activities
- Contacting through all knowledge partners, speciality Associations and other professional networks

### **Disclaimer**

Notwithstanding anything mentioned in the policy, the Vice-chancellor, on behalf of SBV, is empowered to add, amend or interpret any of the policy statement or clauses contained therein, depending upon the needs and requirements of the situation. These policies will be followed by further guidelines, protocols and checklists developed from time to time for ensuring effectiveness and efficiency of the FDP befitting the vision of SBV in letter and spirit.

### **INVOLVEMENT OF MEDIA, IF ANY**

Nil

### **INVOLVEMENT, IF ANY OF MAJOR FINANCIAL IMPLICATIONS CONCERNING EXTERNAL AGENCIES**

Nil

### **EXCEPTIONS, IF ANY**

Nil

### **ANY OTHER PERTINENT DETAILS**

Nil

### **ENQUIRIES**

All enquiries related to this policy should be addressed to the Registrar, SBV.

## **APPELLATE AUTHORITY**

For all difficulties pertaining to this policy, the power to remove difficulties rests with the Vice Chancellor, who is the chairperson of both the Academic Council and the Board of Management.



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