

**A One Week Faculty Induction Training Programme  
for  
'Newly Recruited Faculties in Universities / Colleges in India'**

**16.07.2018 – 20.07.2018**



**Organized by**

**Shri Mata Vaishno Devi University  
Jammu & Kashmir, India  
Katra, Kakryal – 182320**



**For any query regarding this programme, please contact the following address and contact details:**

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## Background of Program

Teachers in Higher Education usually join any college or university and start taking the courses with or without any formal training in teaching methodology, learning psychology and classroom management. They lack the information and expectations of the newly joined institution from them. They develop teaching skills out of their own experiences or from experiences shared by colleagues in course of their teaching career. Due to this non-formal and incoherent acquisition of knowledge of teaching-learning paradigms, the mastery on pedagogy among the faculty suffers from inadequacy, whereas revolutionary changes have taken place in higher education. Traditional methods of lecturing do not meet the demands of the dissemination of knowledge in classrooms effectively in today's scenario, where Outcome-Based Education and Student-Centered Teaching are the order of the day. Emergence of a plethora of ICT tools and their usage in Teaching-Learning process have been redefining the role of a teacher from a mere provider of information to a facilitator of learning concurrent to current trends. Further, despite becoming experienced in teaching, the teachers are not able to contribute significantly to the academic administration and the all-round development of their institutes due to lack of (i) awareness of the administrative structure, policies and governance of their institutes, (ii) knowledge on roles and responsibilities of teachers, (iii) training in student- counselling, (iv) scope to empowerment and academic leadership, (v) lack of skills for writing papers, articles and books etc. Therefore, there is a need for newly recruited teachers to undergo training in modern methods of teaching and evaluation before they start teaching any course. Further, they must be familiarized with different roles and responsibilities as a faculty member of Higher Education in order to perform their duties effectively both in academics and in administration. We therefore recommended One Week '*Faculty Induction Training Programme (FITP)*' for freshly/recently recruited faculty in Colleges / Universities of India. Proposal is to conduct this programme during *16<sup>th</sup> July 2018 - 20<sup>th</sup> July 2018*, in some carefully drafted modular topics with the following objectives.

## Objectives of the Programme

- To make the participants know the structure, functioning, governance, rules and regulations in Institutions of Higher Education and to orient them to become potential partners in institute building.
- To enable the faculty to understand their roles and responsibilities and to impart essential professional skills, competencies and attitudes.
- To enable the faculty to conceptualize the nuances of curriculum design and development at global standards.
- To provide overview to the participants in modern teaching methods and strategies.
- To train the faculty on the use of ICT tools and integrating them in teaching and research.
- To train the participants in methods of evaluation and assessment of diversified groups of students.
- To provide research orientation to young faculty towards integrating research with pedagogy.
- To develop practical knowledge in emotional balance of self and in student-counselling and mentoring.
- To enable the faculty to generate new learning materials for enrichment of online open access platforms used within University.
- To provide knowledge about different models of leadership to the participants in order to enhance their academic leadership skills.
- To enable the faculty to learn the principles of strategic planning and management.

## Program Schedule

The Faculty Induction Training Program will have 9 Modules (12 Sessions) of regular classes.  
1 Day Workshop by 2 External Faculties (full day).

**Note:** Participants need to bring their 1 best published paper along with Laptop for the course.

## Topics

- Roles and Responsibilities of a Faculty Members in Higher Education.
- Curriculum Design and Content Development.
- E-Content Development, E-Libraries.
- Advanced Pedagogic Techniques & Teaching and Learning Methods.
- Plagiarism & Referencing; Citations.
- Research Publications, SCI & Scopus.
- Basics of Soft Skills for Teachers, and Grammar Issues.
- Writing quality research papers & evaluating of papers published by the participants.
- ICT: Effective Use of Technology for Teaching, Learning & Evaluation.
- Writing Projects Proposals and Funding Agencies.

## Experts

Eminent Faculties from Northern Region of India such as State Universities, Central Universities, UGC-HRDC's of Universities will be the experts taking sessions.

## Modes of Programme Delivery

The programme comprises of series of lectures, and workshop and evaluation.

## Eligibility

Young Assistant Professors and newly recruited faculty members working in Universities and Colleges and other Institutions of Higher Education.

## How to Apply

Eligible candidates have to send the scanned copy of the filled-in Nomination Form (attached with the invitation mail) duly forwarded by the Head of the respective Institution through email to: [deepak.jain@smvdu.ac.in](mailto:deepak.jain@smvdu.ac.in) by **25<sup>th</sup> June 2018**.

## Boarding & Lodging

Participants from outside Jammu Province will be provided with free accommodation. Lodging facility will be provided either on campus or nearby Katra Railway Station on complimentary basis as double sharing or four sharing basis with **prior intimation in Registration Form.**

Travel expenditure of the participant has to be borne by the sponsoring institutions or by the participants' themselves. **Charges towards breakfast and dinner will be borne by participants themselves. Only lunch will be provided on complementary basis.**

***Boarding & Lodging Facility will not be given to accompanied guest or family members in any condition. If in case you want accompany them then expenses will on your part w.r.t. lodging and boarding.***

## Certificate

Participants will receive certificates on successful completion of course.

## Number of Participants

Maximum of 40 participants will be shortlisted for this program. The decision of the concerned committee on the selection of the participant is considered to be final and binding.

## Registration Forms

Last date for receiving the dully filled and approved registration form is **25<sup>th</sup> June 2018** on deepak.jain@smvdu.ac.in

## Registration Fee Details

- Participants need to deposit the fees by **28<sup>th</sup> June 2018 by 12:00 Noon after Receiving Confirmation**

Category of Delegates	Registration Fee
<b>Outside SMVDU Faculty Members &amp; Scholars</b>	Rs. 3500/- <sup>2</sup>
<b>Within SMVDU</b>	
<b>Faculty Participants</b>	Rs. 2000/- <sup>3</sup>
<b>Research Scholars</b>	Rs. 1000/-

## Bank Details

Name of Beneficiary: Head, School of Business, Shri Mata Vaishno Devi University

Name of Bank: J&K Bank

Nature of Account: Current Account

Account Number: 0477010100000114

Branch: Kakryal, Katra

## Note:

- Fee once submitted will not be refunded. However, substitute nomination of candidate from the same institution is acceptable.
- Rs. 2000 is charged from **SMVDU Faculty Members** to incur expenses on extending Basic Hospitality, Program KIT, and Certificates etc. **Amount paid cannot be claimed from PDA.**

## About Shri Mata Vaishno Devi University, Jammu & Kashmir & How to Reach

Shri Mata Vaishno Devi University has been established through an Act of J&K State Legislature as a fully residential University of excellence. The University is recognized under section 2(f) and 12(B) of University Grants Commission Act 1956. University witnessed a remarkable growth and has transformed 470 acres of barren land in the lap of Trikuta hills, the abode of Shri Mata Vaishno Devi, into a magnificent Temple of Learning. Continuous evaluation system forms the basis of academic pattern, syllabi and examination. University has signed several Memorandum of Understandings with various national and international academic, professional and research institutes as well as industry to augment the learning process and develop research and development infrastructure.

## How to Reach SMVDU

Jammu is well connected by Rail and Air from New Delhi and rest of India. Regular bus service is also available to the holy city of Katra from almost all district headquarters of Punjab, Haryana, Himachal Pradesh, Chandigarh etc. The Campus is about 13 KMs away to south from Katra railway station, 40 KMs north from Jammu railway station and 50 KMs from Jammu Air Port.