



# VAAGDEVI PHARMACY COLLEGE

(Affiliated to JNTUH and Approved by PCI, AICTE, New Delhi)

Bollikunta, Warangal-506 005 (T.S)

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## POLICY ON TEACHER TRAINING

### Objective

Vaagdevi Management would like to encourage its teachers to perform at the optimum level to ensure the highest possible results in terms of student achievements, research outcomes and recognition, etc. . For better performance, all the teachers are mandatorily scheduled to undergo minimum of 3 to 5 days in an academic year. The newly joined teachers are expected to undergo for about 10 days. Thus, All the teachers are aware of the Teacher Training expectations.

### Vaagdevi Teacher Training

Vaagdevi teachers undergo the following training on an annual basis as per individual teacher needs:

- 1) Newly Joined Teachers Training
- 2) Internal Refresher Trainings
- 3) External Trainings
- 4) Research Workshops / Symposium / Conference
- 5) Performance Workshops

All the teachers who joined newly should undergo, Newly Joined Teachers Training, within the semester they join the Vaagdevi organization. In this training, it is expected to cover Vaagdevi philosophy, culture, processes, systems and resources / facilities available, all the departments, different groups / teams available, research projects, interaction with key faculty / Head of Department (HoD), etc. interfaces with external institutes, connections., Motivational talks by eminent speakers from, NIT, IIT, etc..

All the experienced teachers undergo any or all of the other trainings available to them.

The teachers who have the potential to increase their performance are recommended by HoD and approved by the Head of the Institution to attend the Performance Workshop which may be organized externally or internally within the Vaagdevi Organization.

### Vaagdevi Teacher Training – Duration & Schedule

- 1) Newly Joined Teachers Training should happen within the same semester of the faculty joining. The training should be of 10 days duration. Teaching Schedule should be adjusted to suit the training.

- 2) Performance Workshop should not exceed two days. This should be scheduled during the semester breaks, prior to the semester beginning. This should always be on a positive note.
- 3) Other trainings – Internal can be scheduled during the semester ending on a Saturday. Usually of 2 or 3 days.
- 4) External Trainings usually during semester as convenient to the teachers may be allowed to attend. Similar way, attendance for conferences may be allowed.
- 5) All the trainings may be planned and scheduled at Dean/Head of the Institution Office level.
- 6) Progress Improvement may be assessed bottom – up process and corrective mechanism may be put in place.
- 7) Trainings in the same area is not allowed, if improvement is not seen or Performance workshop is not attended.

#### **Vaagdevi Teacher Training – Process**

- 1) For Newly joined teachers, the Dean / Head of the Institution should plan at the institute level every semester around 1st Mid Internal Exam. All the Heads of Department should allow their faculty, research groups available for interaction. Management should set the direction along with prior approval for the program.
- 2) For Performance Workshop, the teachers, who are identified for increasing performance, apply for the training that needs to recommend by head of department and then approved by the Dean / Head of Institution.
- 3) For all other trainings the teachers have to apply through Head of Department.

#### **Vaagdevi Teacher Training – Budget**

- 1) For all the Trainings, the teachers are reimbursed all the expenses
- 2) For Newly Joined Teachers Training, the budget will come from Dean / Head of the Institution Budget
- 3) For all other trainings, the budget will come from budget from each Department

#### **Vaagdevi Teacher Training – Expectation**

All the teachers are expected to take maximum benefit of the all the trainings to improve the Performance. If the performance is not up to the expectations, there is a potential of separation. Hence all focus on the trainings and deliver the best.

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