



SINDHI COLLEGE

#33/2B, Kempapura, Hebbal, Bengaluru - 560024
Permanently Affiliated to Bengaluru City University
Approved by AICTE, NAAC Re-accredited

Ph.no: 080-23637544 E-mail: mail@sindhicollege.com

TEACHERS TRAINING POLICY

FRESHER INDUCTION PROGRAM:

A new faculty member who is recruited to our college needs basic training. All Institution policies are briefed to newly joined candidates. He / she is required to provide quality outputs in the short run so that they lead to meaningful outcomes for the discipline in the medium duration which in turn a valuable impact for the institutions in the long duration. Therefore, the faculty member is required to plan the efforts and their directions to make the academic carrier meaningful.

Faculty induction programme (FIP) has to be implemented just after recruitment of fresh teachers.

- He/she has to keep abreast with the latest Bengaluru City University syllabus in their respective subject.
- New faculty members are trained to develop the art of preparing a systematic lesson plan and effective classroom interaction developing competence in communication skill in various models relevant to technical problems.
- Training in human values through an appropriate process of self-exploration happened to be, by far the most important component of the training of fresh teachers.
- A teacher also has to learn the knack of continuous knowledge updating and lifelong learning.
- Apply the concepts, principles, and process of instructions and learning to ensure effective implementation of the curriculum.
- Demonstrate ethical and responsible, professional behaviour in the performance of his duties and rules.
- Also at successive stages of teaching career, training inputs about curricular development, infrastructure development, Institutional development, disciplinary and other important aspects of educational administration and policy formulation etc., will also be needed.
- The points explained above required the development of a comprehensive training policy for young inductee teachers at different stages of their carrier as well as meeting different needs.

- To prescribe the structure and contents of the training program at different levels.
- To monitor, facilitate and successfully improve the quality of training by proposing to develop suitable resource person resource material and carrying out action research.
- Continuous updating of technical subject expertise by making mandatory, the successful completion of at least one subject course offer through technology based means every year from anywhere in the world.
- Basic understanding of the teaching – learning process.
- Training in preparing a systematic lesson plan and effective classroom interaction.
- Guided exposure to good teaching practice and lab development.
- Teaching in miscellaneous expects other than teaching such as administrative procedure, financial procedure and legal implication etc.,

FDP (Faculty Development Program)

INHOUSE FDP:

Institution has a separate dedicated committee to organise Faculty Development program which helps in continuously learning and development.

FDP Participation in Other Institution:

Institution has extended hands to faculties by motivating them to participate in FDP organised by other Institution.

Various Institution organised FDP in different areas. Based on the area of interest of the faculties domain, they can participate in FDP. These are financial supported by the Institution by reimbursing the participation fees.

Procedure to follow:

- The participating candidate should inform the executives about their participation.
- Application should be forwarded to the executives.
- Post participation, faculties should submit the certificate along with a valid proof of payment for reimbursement of the fee.
- Institution is sponsoring upto 7000Rs in relation to Faculty Development activities.

Sample Copy of Reimbursement of FDP Bill participated by Faculty

Sindhi College BU
PETTY CASH Voucher

No : 309 Dated : 7-Nov-2024



Particulars	Amount
Account : WORKSHOP&SEMINAR EXPENSES	750.00

Through : 
PETTY CASH

On Account of : 
Virtual FDP - 5 days - Outcome Based
Education & Course Design, Development &
Delivery - Primax Foundation - Hemalatha

Amount (in words) :
Indian Rupees Seven Hundred Fifty Only

₹ 750.00 

Receiver's Signature:  Treasurer 
Secretary