# JAYA ENGINEERING COLLEGE
**Approved by AICTE, New Delhi II Affiliated to Anna University, Chennai**
Thiruninravur, Chennai, Tamil Nadu, 602 024
**Phone:044-26300982 II Website: jec.ac.in II Email: info@jec.ac.in**

## INTERNAL QUALITY ASSURANCE CELL

# Faculty Improvement Scheme POLICY

The **Faculty Improvement Scheme** in an affiliated engineering college is typically designed to enhance the quality of teaching, research, and professional development of the faculty members. This policy encourages continuous academic growth, skill development, and active participation in research, workshops, conferences, and industry interaction.

## 1. Objective of the Scheme

- To enhance the professional competencies of faculty members.
- To improve the quality of teaching, learning, and research in the institution.
- To foster the development of faculty in emerging technologies, industry trends, and pedagogical practices.
- To encourage faculty members to pursue higher education, certifications, and research work.

## 2. Eligibility Criteria

- **Faculty members** of the college, including assistant professors, associate professors, and professors.
- The faculty must have served for a minimum duration (1-2 years) at the institution.
- Faculty members with no disciplinary issues and meeting annual performance appraisal standards may be eligible.

## 3. Key Components of the Scheme

- **Training and Development:**
  - Faculty must attend skill development programs, workshops, and online courses related to teaching methods, technology integration, or industry-specific skills.
  - Workshops on soft skills, leadership, and pedagogical techniques.

- **Participation in Conferences and Seminars:**
  - Faculty members are encouraged to present research papers and attend academic conferences, national and international seminars, and workshops.
  - The college may offer financial assistance for registration fees, travel, and accommodation for selected events.

- **Research and Innovation:**
  - o Faculty are encouraged to engage in research, collaborate with other institutions, and apply for research grants.
  - o Support for publishing papers in reputed journals and conferences.
  - o The institution may provide research funding for faculty-driven projects.
- **Industry Interaction and Collaboration:**
  - o Faculty members may be encouraged to engage in short-term industry projects, internships, or joint ventures with industry partners to understand real-world applications and bridge the industry-academia gap.
- **Mentorship and Leadership Training:**
  - o Faculty members may undergo training in academic leadership, mentoring students, and participating in academic administration.

## 4. Incentives and Support

- **Financial Assistance:**
  - o The institution may provide funding for attending conferences, seminars, workshops, or industry interactions.
  - o Financial support for research projects, publication fees, and higher education.
- **Leave and Sabbatical:**
  - o Special leave or sabbatical options for pursuing research, attending higher education programs, or participating in industry training.
- **Recognition and Career Advancement:**
  - o Faculty members achieving significant milestones, such as publishing high-impact papers, successfully completing research projects, or completing advanced studies, may receive rewards, promotions, or recognition.
  - o Performance-based incentives like additional allowances or bonuses for active participation in faculty improvement activities.

## 5. Duration of the Scheme

- The Faculty Improvement Scheme may be reviewed annually or on a fixed-term basis, depending on institutional policies.
- Continuous monitoring of faculty engagement and progress within the scheme, with opportunities for annual evaluation.

## 6. Monitoring and Reporting

- Faculty members are required to submit reports on activities they have participated in, including workshops, conferences, or research projects.

- A **Faculty Development Committee (FDC)** may be formed to review applications, approve participation, and track progress.
- A system for faculty feedback will be established to evaluate the effectiveness of the scheme and make necessary improvements.

**7. Roles and Responsibilities**

- **Institution Administration:**
  - o Allocate budget and resources for the scheme.
  - o Organize faculty development programs and ensure faculty members are informed of available opportunities.
  - o Provide financial and logistical support for training and development activities.
- **Faculty Members:**
  - o Actively engage in the programs provided under the scheme.
  - o Attend the required training and development sessions.
  - o Maintain high standards in teaching, research, and contribution to institutional growth.

**8. Evaluation and Feedback**

- Faculty members will be evaluated periodically based on their engagement in the Faculty Improvement Scheme.
- Feedback from faculty will be collected after each activity (workshop, conference, training) to assess the effectiveness and impact of the scheme.
- The college may assess the overall performance of the scheme to make necessary adjustments.

**9. Funding and Budget Allocation**

- A dedicated fund for faculty improvement will be allocated annually.
- The amount per faculty member may be capped depending on the available budget and the type of activity (research, conferences and workshops).

**10. Compliance and Accountability**

- Faculty members must adhere to the terms of the scheme, including submitting necessary reports and using the allocated funds for the intended purpose.
- Misuse of funds or failure to meet the scheme's objectives may result in withdrawal from the scheme.