

Minutes of Faculty Development Programme (FDP) Committee

A meeting of Faculty Development Committee was held at 01:00 on 07.01.2016 in the MBA Department, Saurashtra University, Rajkot, in response to the telephonic notice of the meeting to the members to discuss the following agenda:

1. Activities to be undertaken under Faculty Development Programme

The following members were present in the meeting:

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| 1. Prof. Sanjay Bhayani | Chairman |
| 2. Dr. Manish Dhamecha | Planning and Development Officer |
| 3. Prof. Alok Chakrawal | Member Secretary |

The meeting started with the permission of the Chairman. The member secretary apprised the house with the following details:

- Faculty Development Programme Committee was constituted in the meeting with the heads of Department on 04.08.2015 by Hon. Vice Chancellor sir.
- In the said meeting with the heads of the Departments, it was felt that number of FDPs should be organised on the campus to enhance faculty members' professional skills. It was discussed in the meeting that following topics should be taken on the priority basis as thrust area of FDP:
 - Smart – board operations;
 - Moodle – Open Source Learning Platform;
 - Virtual Learning;
 - Professional Classroom Presentations;
 - Project Proposal Writing (for Applied Science, Social Science and Humanities); and
 - Avenues of Funding for Research Projects.
- The FDP Committee, considering the discussion of the meeting with the heads of the Departments, submitted its report to the registrar on 13.10.2015.
- In the light of the FDP Committee report and approval from the University, the IQAC issued a circular for the conduct of FDP to all departments on the campus vide circular No. IQAC/CIRCULAR/NOV/2015/1116, dated 06.11.2015.
- As per the circular IQAC received a proposal from the Department of Chemistry for FDP; and the same was sanctioned by the university.
- IQAC issued a letter to the Head, Department of Chemistry, stating sanctioning of their proposal on 01.01.2016.

- In the meantime Planning and Development Officer of the University informed the IQAC telephonically that the activities mentioned in the sanctioning letter to the Chemistry Department are not in conformation with the UGC norms.

The house deliberated over the issue at length and resolved as follows:

“The fund available for Faculty Development Programme shall be used for the activities as per the point No. 14 mentioned in Guidelines for General Development Assistance to Central, State Universities and Institutions Deemed to be Universities during XII Plan”

It was further resolved by the house that:

“... the sanction letter issued to the Department of Chemistry should be withdrawn as it is not in conformation with the UGC Guidelines”

The meeting ended with the vote of thanks to the chair.

(Prof. Sanjay Bhayani)
Chairman

Date: 07.01.2016

Place: Rajkot - 360005