



MADANAPALLE INSTITUTE OF TECHNOLOGY & SCIENCE

(UGC-AUTONOMOUS INSTITUTION)

Affiliated to JNTUA, Ananthapuramu & Approved by AICTE, New Delhi
NAAC Accredited with A+ Grade, NIRF India Rankings 2022 - Band: 201-250 (Engg.)
NBA Accredited - B.Tech. (CIVIL, CSE, ECE, EEE, MECH), MBA & MCA
www.mits.ac.in



TEACHER TRAINING POLICY

Teaching is a process of imparting knowledge to the student. Learning is a process of acquiring knowledge through interaction, practice and experience. Teaching-Learning process encompasses an educator assessing the learning needs, establishing specific learning outcomes, developing teaching-learning strategies, implementing the plan of work and evaluating the outcome of instruction delivery. Teaching-Learning process becomes effective when the educator possesses good command of subject knowledge and presents the subject matter using dynamic and progressive methods. Further teaching-learning process will be more effective when the teacher understands the interests, abilities, aptitude and limitations of student learners.

The educators are instructed to employ various pedagogical methods such as participative learning, experiential learning and collaborative learning to enhance learning levels of students. Participatory learning methods make the learner active. Collaborative learning provides the learners to work in small groups by interacting with their peer team members to solve problem / task. This help the learners to develop leadership qualities and team work.

The Institute has set up Teaching and learning Centre (acronym TLC) to enhance the teaching and learning process for the development of students' learning abilities and also to enhance the effective teaching of the faculty. The Objectives of TLC are:

- To develop and promote relevant and responsive teaching and learning process in higher education
- To conduct intensive teaching workshops for faculty to enhance their teaching and learning process
- To organize Faculty Induction Programmes for faculty to enhance their teaching and learning process
- To conduct Faculty Development Programmes for faculty to enhance their domain knowledge and skills
- To enable faculty for leverage of ICT tools in teaching and learning process
- To accelerate the teaching learning process by way of promoting critical thinking



MADANAPALLE INSTITUTE OF TECHNOLOGY & SCIENCE (UGC-AUTONOMOUS INSTITUTION)

Affiliated to JNTUA, Ananthapuramu & Approved by AICTE, New Delhi
NAAC Accredited with A+ Grade, NIRF India Rankings 2022 - Band: 201-250 (Engg.)
NBA Accredited - B.Tech. (CIVIL, CSE, ECE, EEE, MECH), MBA & MCA
www.mits.ac.in



- To act as a resource to improve the standards of teaching and learning in the Institute
- To motivate the educators to take Massive Open Online Courses (MOOC's) under Swayam NPTEL, Coursera etc., to enhance their knowledge and skills.
- To impart pedagogical training to faculty members so as to promote participative learning, experiential learning and collaborative learning.
- To motivate the faculty members to attend short term training programs / faculty development programs / workshops organized by premier institutes in the emerging areas.

The TLC will be headed by an Executive Core Committee and supported by a Core Committee.

Executive Core Committee

Prof. P. Ramanathan
Chairperson, Department of Electronics and Communication Engineering

Prof. R. Kalpana
Member, Department of Computer Science and Engineering

Prof. M. Sreedevi
Member, Department of Computer Science and Technology

Prof. S. Rajasekaran
Member, Department of Electronics and Communication Engineering

Prof. A. V. Pavan Kumar
Member, Department of Electrical and Electronics Engineering

Prof. Dipankar Roy
Member, Department of Civil Engineering

Core Committee

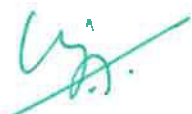
Prof. D. Pradeep Kumar, Department of Management Studies

Dr. K. Chokkanathan, Department of Artificial Intelligence

Dr. K. Sathesh, Department of Electronics and Communication Engineering

Dr. K. Lokeshwaran, Department of Data Science

Dr. C. Sivaraj, Department of Computer Applications


Dr. C. Yuvaraj

Principal
Principal
Madanapalle Institute of
Technology & Science
MADANAPALLE

Madanapalle Institute of Technology & Science

Faculty Development Programme



Angallu, Madanapalle – 517325, A.P.

MIT: ROYAL IN EDUCATION IN RAYALASEEMA

To,


Authorities/Colleagues/Employees

I am pleased to inform you that policies and guidelines for their implementation Have been developed and documented covering varieties of academic/ administrative activities of the Institute which have an influence in impacting on the overall performance of the Institute. The policies and the guidelines have been developed either in the form of a document/ manual.

Faculty/ staff/ students of the institute are kindly instructed/ requested to follow the same in letter and spirit as to ensure that the activities of the department/ Institute shall follow guidelines which are approved and authorized by the authorities of the Institute.

Valued suggestions related to incorporating appropriate changes/ modifications to the documents/ manuals are most welcome.

I am vested with authority to issue the documents/ manuals, to appropriate functionaries/ users and these are meant for internal circulation only. Copying and publishing any or all of the above contents available in these materials without the knowledge of the undersigned is strictly prohibited.

X 
Dr. C. Yuvaraj

Principal
Principal
Madanapalle Institute of
Technology & Science
MADANAPALLE

Madanapalle Institute of Technology & Science

Popularly known as educational 'Jewel' in the Rayalaseema region of Andhra Pradesh, MITS started functioning from the academic year 1998. Spread over sprawling 60 acres campus with sylvan surrounding on Madanapalle – Anantapur State Highway, it is well connected by road, not only to different parts of the state but to its neighboring states. Kurabalakota Railway Station is about 5 kms from the campus, whereas Kempegowda International Airport at Bangalore is just two hours' drive from the campus.

MITS is affiliated to JNTU, Anantapuramu - Andhra Pradesh and is recognized by appropriate academic administrative bodies at the State and National levels. It offers UG, PG and Ph.D level academic programs in diverse disciplines of Engineering and PG/Ph.D level programs in Computer Applications and Management. Apart from collaborative initiatives with leading universities in the west and professional environments, it is also the proud recipient of research funding from State and National Agencies. It has also been extended with financial assistance from World Bank under TEQIP-II, very few institutions are the recipients of this assistance and is conferred with autonomous status by UGC since 2012.

Vision

Become a globally recognized research and academic institution and thereby contribute to technological and socio-economic development of the nation.

Mission

To foster a culture of excellence in research, innovation, entrepreneurship, rational thinking and civility by providing necessary resources for generation, dissemination and utilization of knowledge and in the process create an ambience for practice-based learning to the youth for success in their careers.

Quality Policy

Madanapalle Institute of Technology & Science is committed to bring out and nurture the talents and skills of youth in the fields of Engineering and Management to cater to the challenging needs of society and industry by

- Contributing to the academic standards and overall knowledge development of the students
- Providing excellent infrastructure and conducive learning environment.
- Enhancing the competence of faculty and promoting R&D Programs
- Collaborating with institutions and industries.
- Ensuring continual improvement of Quality Management System.

Introduction:

Faculty Development Program (FDP), defined as the theory/practice of facilitating improved faculty performance in a variety of domains such as institutional, intellectual, personal, social and pedagogical, of an academic environment.

An academic institution's performance depends on the knowledge, skills, expertise and motivation of its faculty and staff. Development needs of faculty/staff related to these issues continue to be a priority exercise-reflected in its major and long-term goals, of an Institution.

These goals are achieved by:

- Providing faculty/staff with training opportunities to achieve maximum effectiveness
- Ensuring that they develop their skills and capabilities to be able to work efficiently and respond rapidly to changes within their domains of work.
- Improving performance of their present duties
- Ensuring that the best use is made of the natural abilities and individual skills of all faculty/staff for the benefit of the institution as well as their career.

Development and training is a continuous and systematic process. The process of training should necessarily be directed to give every faculty/staff a sense of professionalism, excellence, motivation and customer satisfaction.

It is in these contexts, MITS has developed the following policy for conducting/organizing FDP's in the campus as well as guidelines for deputing/sponsoring faculty/staff of the Institute for such programs held in external environments.

1. Management of the Institute always encourages the various departments/cells in the campus to conduct/organize FDP's in the campus
2. Participation in FDP's organized in-house, at the beginning of each semester is a must for newly inducted as well as freshly recruited faculty/staff of the Institute.
3. It is mandatory for those faculty and staff, freshly taking up jobs in the Institute, who are fresher's as well as for those with no earlier teaching experiences.
4. Faculty are encouraged to conduct/organize FDP's in state-of-art as well as on contemporary themes/topics and is limited to two per semester.
5. Expenditure related to inviting/hosting experts from external environments shall be as per the guidelines detailed in policy document on "Inviting Experts/Professional to MITS".
6. Faculty are advised to contact relevant agencies/organizations at State/National levels to receive full/partial financial support for the FDP's held in the campus.
7. Faculty/staff are also encouraged to attend/contribute/participate in FDP's on themes/topics relevant to their field of study/domain expertise/growth oriented objectives of the Institute, held in external environments.

8. Faculty/staff can attend FDP's held in external environments, limited to one in a semester with full financial assistance.
9. Full financial assistance is defined as follows:
 - a) Junior Faculty/Staff: Registration Fee + Travel by II Class Train/ Bus + Accommodation

Note: Faculty/Staff are advised to utilize the accommodation provided by the organizers of the program as far as possible.

- b) Senior Faculty: Registration Fee + Travel by II class AC/ I class AC by Train/ Bus + Accommodation—commensurate with his/her professional stature.
10. Faculty/staff, desirous of attending a FDP, second time in a semester shall be permitted at the discretion of HoD/Principal of the Dept./Institute and their decision is final.
11. Faculty/staff decisions of attending a FDP, second time in a semester may/may not be sponsored by the Institute and their decision is final in the matter.
12. Junior and fresh faculty/staff depending upon their experience in the Institute shall be deputed to FDP, at the discretion of HoD/Principal of the Institute.
13. Though completion of probation period is a must for considering the faculty/staff for sponsoring to FDP's held in external environments, it shall not be a mandatory condition.
14. Senior faculty/staff are encouraged to conduct FDP's on topics/themes of relevance/contemporary in nature for the benefit of junior faculty/staff of the dept/institute.
15. Faculty/staff, invited as resource persons for FDP's in external environments are permitted to avail the opportunity without major reservations.
16. Those faculty/staff of the Institute invited as resource persons for FDP's held in external environments shall be extended with OOD benefit.
17. Faculty/staff, who are sponsored by the Institute to attend FDP's held in external environments are expected to give their feedback about the cited FDP and submit the same in the form of a report, before they are sanctioned their TA/DA.

Note: Notwithstanding the guidelines mentioned here, some or all of the guidelines can be attended/changed/modified at the discretion of higher authorities of the Institute and their decision is final and binding on all the employees of the Institute.

X 
Dr. C. Yuvaraj

Principal

Principal
Madanapalle Institute of
Technology & Science
MADANAPALLE