



NAAC ACCREDITED (B++ GRADE)
SHRI CHHATRAPATI SAMBHAJI SHIKSHAN SANSTHA'S
SITABAI THITE COLLEGE OF PHARMACY

Approved by, PCI, DTE,
Affiliated to Savitribai Phule Pune University (ID No. PU/PN/Pharma/174/2001)



Dr. Rajendra N. Thite
MA (Sociology, Indology),
MBA, Ph.D.
President

Dhananjay N. Thite
B.E. (Computer)
Secretary


Dwarkadas Baheti
M.Pharm, Ph.D.
Principal

Late Bapusaheb Thite
Ex. State Home Minister (Mah.)
Ex. Member of Parliament (Baramati)
Founder President

6.3 - Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff




Principal
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6.3.1 Effective Welfare Measures & Performance Appraisal system for Teaching & Non-teaching Staff

The institution demonstrates a commitment to nurturing a thriving work environment through a comprehensive set of practices that support its teaching and non-teaching staff. The Teaching and Non-Teaching staffs are backbone of the quality Education of an Institute and their wellbeing is important for effective functioning of Institute. The Institute motivates Teaching and Non-Teaching Staff for their professional development.

The welfare measures taken by the Institute for teaching and Non-teaching faculties includes, Provident Fund Scheme of Employees Provident Fund are given to all eligible staff, Medical Leave, Casual leave, Maternity leave, Duty leave, Study leave, Earn leave to all eligible staff, Revision of pay, pay band and AGP as per provision of pay commission, Gratuity scheme at college level /sanstha level to eligible staff. Group Insurance Scheme with accidental policy offered to all staff, Loan facilities from Janata Sahakari Bank, Financial support for attending faculty development program, Seminars, Workshops, conferences, Training and orientation program, Pupils of staff admitted in sister institute of college are offered concession in fees, Promotion, Study leaves for higher education.

A cornerstone of the institution's approach is its performance appraisal system. This structured mechanism serves as a means to evaluate and recognize the contributions of both teaching and non-teaching staff. Performance appraisal of the staff is accessed through API filled by every staff at the end of year and the performance is evaluated by Principal /HOD committee. After evaluation of performance appraisal form, suggestions are given to staff accordingly. The performance indicators for teaching staff are teaching, research and outstanding activities. For non-teaching staff are Technical adequacy, punctuality, hard work, sincerity, administrative ability and lean work. The appraisal process is characterized by objectivity, fairness, and transparency, ensuring that assessments are conducted with due diligence and without bias.

Importantly, the institution fosters a culture of open communication and feedback, which enables staff members to voice their aspirations, concerns, and ideas for improvement. This

two-way dialogue ensures that the institution remains attuned to the evolving needs and aspirations of its workforce.

In conclusion, the institution's approach to supporting its teaching and non-teaching staff is marked by a holistic framework that encompasses performance appraisal, welfare measures, and avenues for career development and progression. This comprehensive set of practices not only recognizes the contributions of staff members but also provides them with the tools and opportunities needed to excel in their roles. By prioritizing the well-being and professional growth of its workforce, the institution lays the foundation for a vibrant and motivated team that is poised to contribute significantly to its success and advancement.




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POLICY DOCUMENTS

**Financial Support to attend
conferences/workshops & membership fee of
professional bodies**



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POLICY DOCUMENTS FOR FINANCIAL ASSISTANCE TO FACULTY

Objective:

1. To encourage faculty for Research Promotion /Activity.
2. To motivate & promote faculty for publication research paper /for presentation or attendance in National, International Seminar /Workshop /Conference.
3. To support faculty for participating in faculty development program arranging State /National /International conference & faculty development program.

Policy:

- 1 Registration charges for different conferences, seminars & faculty development program are paid by Institute.
2. T.A. and other admissible charges paid and instead of D.A. faculty will be granted Duty leave for the said program.
3. Faculty should apply to the funding agencies for financial assistance.
4. College promotes research by provide contingency.
5. Institute promotes Researcher to use the facilities & other organization for conducting Research work such expenses of outsourcing is paid by Institute.

Procedure of Applying For the Scheme

The Faculty who wish to avail financial assistance for project/research work should submit their requirement, approved by principal, to the stores section.

The faculty who wish to avail financial assistance under this scheme should submit their receipt of registration along with application within three days after attending seminar/workshop/conference/symposia or after obtaining professional membership to the accountant of college.

Procedure for Approval

1. The faculty who wish to avail financial assistance under this scheme should submit their receipt of registration along with application in the prescribed format within three days after attending seminar/workshop/conference/symposia or after obtaining professional membership to IQAC committee
2. Governing Body, college development committee and IQAC committee analyse the need, sanction/reject the proposals. Execute the sanctioned project




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