

6.2.2

Pharmacology-Pre clinical and Clinical studies

Animal house maintainance,CPCSEA renewal pharmacy practice-

Hospital visit schedules to Pharm D and B Pharm and monitoring it.Community service(IPA-SF)

Societal Interaction(WHO)

GENERAL ROLES AND RESPONSIBILITIES

ADMINISTRATIVE	ACADEMIC
Organising departmental meeting every semester break to set departmental targets	Allocation of departmental subjects to the faculty meeting
Review of the progress in a month (department meeting)	Collection of course files of departmental subjects
Departmental infra structure	Monitoring of slip test,lab records,assignments, superwise internal assessment of students records
Lab facilities	Interact with students of each branch once in a month by consulting with principal
Equipment condition (maintainence) review and improvisation	R&D work UG-mini project need to be published PG-full length project need to be published
Monitoring departmental curriculum and its adherence for PG students	Pharm D 5 th year projects
Accreditation work.Soft their concerned departments should be monitored	Research proposals to funding bodies

SHARING OF CONSULTANCY FEES:THE CONSULTANCY FEES RECIVED FROM THE INDUSTRY CAN BE SHARED AS FOLLOWSI:

CATEGORY :	REMUNERATION:
Category 1	10% to consulting faculty 90%to project
Category 2	10% to consulting faculty 90%to project

Shall always endeavor to assist fellow teachers ,either in their teaching practice or in any form of adujstment required for discharging their responsibilities.

FACULTY (PROFESSORS/ASSOSIATE PROFESSORS/ASSITANT PROFESSORS):

Besides teaching,

All the teachers or faculty are requested to spend their time and effort for various activity and contribute activities to the fair image of the college.They have to necessarily cooperate in students counseling,give to support to the administration and involve themselves in R&D/consultancy and extension AICTEnormstipulate that every teacher of the college has to contribute for hours of work per week

Attentive distribution of the time spent in a week for professor,associate professor and assistant professor is given below.Which may considered as guideline,but not a rigid frame work

The heads of department,Deans and other officers in charge of administrative academic units of the college are required to spend more time in planning,streamlining and structuring the various activities at every level in their department /unit.

TENTATIVE DISTRUBUTION OF TIME TO BE SPARED BY A FACULTY MEMBER FOR DIFFERENT ACTIVITIES IN A WEEK

EM	TEACHING PLEASURE		PREPARATION , PAPER SETTING & VALUTION	STUDENT COUNSELLING	ADMIN	PROJECT GUIDANCE/R&D/ CONSULTANCY&EXTENSION SERVICE
CATEGOR Y	CLO CK	PER IOD S				
PROFESOR S	4	5	6	3	6	20
ASSOCIAT E PROFESSO RS	8	10	10	3	6	11
ASSISTANT PROFESSO RS	16	19-20	16	2	1	1

Non teaching staff :

Fourty hours per week as assigned by the principal / Head of the department officers / Teacher incharge of the concerned section/ cell unit

NON TEACHING STAFF:

Experience in the college	Summer vacation
Summer vacation	14days
Completed 6months	7days