

CECOS UNIVERSITY OF IT & EMERGING SCIENCES

Ref No. CU/Reg/396 - 6527

Dated: June 16, 2022

NOTIFICATION

Continuous Professional Development is an important part of any system. At CECOS University, we have a dedicated office that offers a variety of courses relating to professional development of faculty throughout the year.

In order to make sure that the faculty take keen interest in the offered courses, it has been decided that the following CPD points policy be introduced with immediate effect:

- a) Completion of a certain number of CPD points will be mandatory for consideration of faculty for annual performance evaluation. Considering the fact that this year, the CPD trainings are started late, six CPD points will be mandatory for all faculty members. For subsequent years, this number will be twelve points.
- b) The number of CPD points will be counted annually, with cycle starting from 1st of January till the 31st of December. For faculty joining in the middle of a year, the required CPD points needed for annual performance evaluation will be equal to the number of months remaining in that specific year.
- c) The weightage of CPD training in terms of CPD points will be as per the following formulae:

S. No.	Duration of Training	Instructor	Attendee
1	Up to 3 Hours	2 Points	1 Point
2	3 Hours or More	4 Points	2 Points

- d) An attendance sheet will be circulated during every CPD training. This attendance will be shared with the departments and the CPD office will also keep a copy of that. The department will provide this data every December to the Registrar office. Although the PAMS system will be made operational for every faculty member by July, they will only be considered eligible for increment if they complete the required CPD points in that year.

If a faculty member fails to attain the required number of CPD points, s/he will only get the COLA (Cost of Living Allowance).

- e) The Director CPD will make sure that CPD points and the target audience is mentioned against any course offered. Also, if any faculty member takes a training from outside CECOS, Director CPD can decide to count it as CPD points for the said faculty member or otherwise.



REGISTRAR

Copies: Deans, Academic HoDs