



राष्ट्रीय सहकारी प्रशिक्षण परिषद

NATIONAL COUNCIL FOR COOPERATIVE TRAINING

(An Autonomous Society Promoted by Ministry of Cooperation, Government of India)

No. 2-2/3/2022-Pers

Dated: -26/4/2022

OFFICE MEMORANDUM

Subject:- Parameters of Activity Plan of the Faculty Members of the training units of National Council for Cooperative Training – obtaining requisite points for promotion and MACP – reg.

The undersigned draws attention of all faculty members of National Council for Cooperative Training to NCCT's letter No. 8-8/2017-M&E (Vol.II) dated 18/3/2021 and dated 14/6/2021 forwarding therewith the Recommendations of Working Group on Finalisation of Parameters of Activity Plan of the Faculty Member of the VAMNICOM/RICMs/ICMs and implementation thereof.

2. All Faculty Members of NCCT are informed to take a note of the some of the important recommendations of the Working Group recommendations which has been accepted by NCCT, as given below :-

- i. A faculty member is expected to assume the role of Director, Deputy Director as per the NCCT organizational structure. A faculty member is required to be evaluated irrespective of the post held by him/her in the organisation **{Pg. 4 point A of Working Group Report (WGR)}**
- ii. The potential of faculty member should be nurtured based on competence and aspirations to conduct academic activities which are primarily contributed through active engagements in a) research, b) consulting, c) publications of cases, books, and research articles, that are mostly attached to the sector and set objectives of the NCCT. To achieve this, faculty member may be in a position to (a) design training modules and ensure effective delivery through commonly approved operating procedures; and (b) prepare well for academic engagements with the students in programmes offered by the RICMs/ICMs and VAMNICOM. This also will likely introduce contemporary courses. **(Pg. 4 point B of WGR).**
- iii. VAMNICOM, RCIMs and ICMs should collectively establish and nurture local and regional entrepreneurship incubation labs and encourage faculty member to associate and work closely with these labs for research, MDPs and consulting **(Pg. 5 point J of WGR).**
- iv. Activity plans should be linked to revenue and non-revenue areas for faculty. MDPs are noted to be for cooperators, members in governance, government and support agencies and policy makers and these should not be under revenue-sharing streams for faculty. Other academic and consulting streams of activities however, need to be under revenue sharing stream to encourage those activities for faculty members which are well

planned and executed to meet the stated objectives (**Pg. 5 point K of WGR**).

- v. Activity plan for faculty member needs to encourage faculty member to have good networks with collaborating organizations at the local level where a faculty member is attached with the unit. NCCT needs to bring in national and global collaboration and networks for extending support and outreach (**Pg. 6 point M of WGR**).
- vi. Faculty activity needs to have two major components: "Revenue stream" and "Non-Revenue Stream". Non-revenue streams will include administrative and institution building components. Revenue stream will include components i.e., academic, research and consulting and training. All these will be as per the set priorities.
 - a. Academic component will cover inputs given by the faculty member to the primary and functional area attached to. Number of courses added, courses taught, and students guided for projects etc. need to be part of activities.
 - b. Research components will include number of grants received, projects handled, publications of article, books, cases, case studies/success stories etc.
 - c. Consulting will include number of projects handled
 - d. Training will include number of programmes introduced, and conducted (including coordination) etc. (**Pg. 6 point N of WGR**).
- vii. Credit points for all the activities are mentioned in the NCCT letter dated 18.03.2021. There is no limit for accumulating "credit points" and "non-credit points". However, "non-credit points" will come under special mention and for promotion under qualitative assessment (**Pg. 6 point 1 of WGR**). For clarity, Faculty Activity Plan for all the Teaching posts are enclosed as Annexure A,B,C & D.
- viii. Outstanding achievement in Part-I could be recognised by NCCT Annually through certificates, awards (**Pg. 9 para 1 of WGR**).
- ix. Resource generation not conforming to training, education, research & consultancy and not involving faculty members will not get any credit points (**Pg. 9 para 1 of WGR**).
- x. Better performing Directors will be recognised by NCCT at the end of the Financial Year (**Pg. 9 para 2 of WGR**).
- xi. Working Group noted that a faculty member might not be in a position to contribute all the parts at any evaluation period. Similar is the situation of Directors/Deputy Directors (**Pg. 10 Point 4 of WGR**).
- xii. Faculty member in contractual positions will be evaluated on the points earned at par with the regularly appointed faculty member equivalent to the positions. This will also be evaluated for continuing their contracts.

Similarly, visiting faculty member will also evaluated only at PART-I - ACADEMIC and at PART-III -MDPs (Pg. 14 point 8 (iii) of WGR).

xiii. Faculty member (Lecturer, Assistant Professor/Associate Professor and Professor) of the year & faculty member of the area is to be awarded. Similarly performance of Director (s) should also be rewarded (Pg. 15 point 8 (vi) of WGR).

3. Faculty Members are requested to read the recommendations thoroughly and prepare the "Faculty Activity Plan"(FAP) and Faculty Activity Achievement Report (FAAR) by referring NCCT letters mentioned on referred to above.

4. Annual Activity Plans of the Faculty members are the building blocks to create and nurture a rewarding training ecosystem that consists of Training, Education, Research and Consultancy. Therefore, Directors are requested to guide the faculty members in balancing their planned Annual Activities in Part-I to Part V to realise the overall objective of the training units. Faculty Members are also instructed to cooperate with the Director in this regard.

5. Directors are instructed to carefully scrutinize the (i) Faculty Activity Plan"(FAP) (ii) Faculty Activity Achievement Report (FAAR) submitted by the faculty members to ensure the correctness of filled-in points apportionment and counter sign it, prior to forward it to NCCT.

6. The above mentioned recommendations are not exhaustive and hence it is subject to change.

7. This O.M. should be brought to the notice of all faculty members of the organisation.

This issues with the approval of Secretary, NCCT


(Manish Bhatia) 26/4/22
Administrative Officer.

To

1. Director, VAMNICOM, Pune with request to circulate the O.M. among the Faculty Members of VAMNICOM, Pune.
2. Directors, RICMs/ICMs (All) with request to circulate the O.M. among the Faculty Members of the Institute.
3. Deputy Director (Prog.), NCCT, New Delhi.