

Subject: TEQIP Phase - III : Organizing “Productivity Enhancement Program” of Vyakti Vikas Kendra India for support staff & faculty of your institutes

Dear Sir / Madam,

You are aware that one of the sub-components in action plan under TEQIP-III is “Faculty/Staff Development and motivation”. The different activities to be conducted under the head include Short Term Training Programs (STTP) in house as well as in other reputed; IIT training to faculty at IIT or in parent institute; Attending Conferences/ Seminars/Workshops; Qualification Upgradation; Support Staff training, etc. Majority of the activities mentioned here are related with only technical skills. However, it may be necessary to have certain programs related to motivation and productivity enhancement.

Realizing the benefits of Student Excellence & Learning Program SELP for students during Induction Program and on the suggestions of TEQIP institutions, Vyakti Vikas Kendra India (VVKI) has also developed a ‘Productivity Enhancement Program’ for support staff as well as faculty (Annex-1). The contents are basically aimed at enhancing efficiency, productivity and motivation and also the topics like manage stress, inculcating positive attitude, instill a sense of responsibility towards the institution, students and colleagues. Program comprises of modules on effective handling of stress, improving efficiency & productivity through sustained high energy levels, attitudinal shift, relaxation & clarity of mind through meditation and adhering to commitments.

The program may be conducted suiting academic schedule of institutes and as per the convenience of participants. However, VVKI has suggested to span across 6 days, 3 hours’ session each day for a batch size of 30 faculties/ staff. In order to have effective gender-specific interaction, gender-wise trainer (1 Male & 1 Female) may be preferred. The program shall be conducted by VVKI on per day honorarium basis (as applicable to Industry Expert according TA/DA & Honorarium Guidelines) and the expenditure incurred may be booked under ‘Faculty/Staff Development & Motivation’ (subcomponents 1.1.2.4 & 1.3.2.4 for 1.1 & 1.3 institutes respectively). The local travel/ stay of resource person/s, if needed, may also be arranged.

Please refer Annex-2 for the contact details of VVKI representatives.

Thanking You,

Prof (Dr) P M Khodke
Central Project Advisor
National Project Implementation Unit (NPIU)

Copia Corporate Suites, 301-302, 3rd Floor,
Plot No – 9, Jasola Vihar New Delhi - 110025
Phone No.011-26941026 (D)
EPABX Nos 011-26941003,04,06,08,09,29
Fax Nos. : 011-26941012, 26941014
Email : npiu-mhrd@gov.in
Web : www.npiu.nic.in, www.teqip.in