



College of Medicine & Dentistry at the Hills, Abbottabad

**POLICY & PLAN FACULTY NATIONAL
EDUCATIONAL TRAINING**

FOR THE YEAR 2025-26



1. POLICY STATEMENT

The institution adopts a comprehensive and mandatory **National Educational Training (NET)** framework for all faculty members. This policy ensures continuous professional development through structured pedagogical training, digital education competency, research engagement, and leadership development. The aim is to strengthen academic quality, support innovation, and align teaching practices with national and international accreditation standards.

2. VISION

To develop a highly skilled, globally competitive faculty capable of delivering transformative education using modern pedagogical strategies and technology-enhanced learning.

3. OBJECTIVES

- Enhance teaching quality through evidence-based pedagogical training.
- Develop digital teaching competencies and advance technology integration.
- Promote a culture of research-informed teaching and educational innovation.
- Align faculty development with **UNESCO Education 2030**, **SDG-4**, and global accreditation standards (WFME, ABET, AACSB, etc.).
- Foster inclusive, student-centered, and outcome-based teaching.

4. SCOPE

This policy applies to:

- All full-time/part-time faculty.
- Newly appointed, mid-career, and senior faculty.
- Academic leaders including HODs, Deans, Directors, coordinators.

5. TRAINING FRAMEWORK & MODULES

5.1 Core Pedagogical Modules

- Flipped classroom, case-based learning, problem-based learning (PBL), TBL, simulation-based education.
- Competency-based assessments, rubric development, constructive alignment.
- Curriculum design focusing on OBE, integrated curriculum, micro-credentials, and interdisciplinary learning.

5.2 Technology Integration

- Use of LMS (Moodle/Canvas/Google Classroom), HyFlex teaching, AI-based learning tools.
- Training in VR/AR applications in education.
- Certifications such as Google Certified Educator or Microsoft Innovative Educator.

5.3 Research-Led Teaching

- Training in Scholarship of Teaching & Learning (SoTL).
- Workshops on grant writing and research methodology in education.
- Publication support for education-focused journals.

5.4 Soft Skills & Leadership

- Communication skills, emotional intelligence, and mentoring competence.
- Workshops on Diversity, Equity, Inclusion (DEI).
- Academic leadership and departmental management.

6. TRAINING DELIVERY MODE

- Blended format: online + in-person workshops.
- Webinars by international experts.
- Participation in MOOCs (Coursera, edX, FutureLearn).
- Peer teaching review and mentoring.
- Annual National Faculty Teaching Summit.
- Faculty exchange programs with global partner universities.

7. FACULTY DEVELOPMENT CREDIT (FDC) SYSTEM

- Minimum **30 FDCs per academic year** required for faculty.
- **Certification Pathway:**
 - *Level 1:* Certified Teaching Associate (CTA)
 - *Level 2:* Senior Teaching Fellow (STF)
 - *Level 3:* Distinguished Teaching Professor (DTP)

Completion of mandatory FDCs is required for annual appraisal, contract renewal, and promotion.

8. INSTITUTIONAL SUPPORT

- Establishment of **Center for Teaching Excellence (CTE)**.
- Access to a Digital Innovation Lab for EdTech training.
- Financial support for international training, conferences, and certifications.
- Mentorship support and teaching assistants for new faculty.

9. MONITORING & EVALUATION

- Pre- and post-training assessment for each module.
- Incorporation of **student feedback** into training evaluation.
- Annual review of teaching portfolios.
- Internal & external audits to ensure quality assurance.

10. INCENTIVES & RECOGNITION

- Promotion and career progression linked to training completion.
- Annual teaching excellence awards.
- Support for publishing educational research.
- International conference sponsorships.

11. IMPLEMENTATION TIMELINE

Phase	Activities
Year 1	Policy rollout, establishment of CTE, baseline faculty skills assessment.
Year 2	Execution of mandatory modules, launch of FDC system, digital integration.
Year 3	Advanced modules, international collaborations, educational research projects.
Year 4+	Sustainability, benchmarking with global standards, periodic policy review.

12. GOVERNANCE

- **National Faculty Development Committee (NFDC):** Oversight of policy implementation.
- **Directors of CTE:** Operational management of training programs.
- **External Experts:** Advisory support and international benchmarking.

13. POLICY REVIEW

This policy shall be reviewed every **three years** or as required based on technological advancements, accreditation updates, and institutional needs.

Appendix

- A – Faculty Development Credit Structure
- B – Approved International Certifications
- C – Annual Training Calendar
- D – Teaching Portfolio Framework

Appendix A: Detailed Faculty Development Credit (FDC) Table

National Educational Training (NET) Center for Teaching Excellence

Activity Type	FDCs Awarded	Evidence Required	Max Credits/Year
Workshops/Seminars (On-campus)	2 per hour	Certificate of attendance	20
International Webinar	3 per session	Proof of participation + reflective note	15
Online Course (MOOCs)	5 per course	Completion certificate	20
Peer Teaching Observation	3 per session	Observation report + feedback form	12
Conference Presentation	10 per paper	Acceptance letter + program	20
Publication (Teaching & Learning)	15 per article	Published paper copy	30
Mentoring New Faculty	5 per semester	Logbook + mentee feedback	10
Curriculum Development	10 per project	Approved syllabus/report	20
EdTech Certification	10 per cert	Certificate (Google/MS/Apple Educator)	20
SoTL Research Grant	20 per grant	Grant award letter	20

Minimum Required: 30 FDCs/Year

Note: FDCs are mandatory for promotion and annual appraisal.

Appendix B: List of Approved International Certifications

Will be recognized for Faculty Development

Certification	Issuing Body	Validity	FDCs Awarded
Google Certified Educator (Level 1 & 2)	Google for Education	3 years	15
Microsoft Innovative Educator (MIE)	Microsoft Education	2 years	12
Apple Teacher	Apple Education	No expiry	10
Fellowship of Higher Education Academy (FHEA)	Advance HE, UK	Lifetime	25
Certified Medical Educator (CME)	AMEE (Intl.)	5 years	20
ACUE Effective Teaching Practices	ACUE (USA)	Lifetime	20
Qualified Institutional Repository (QIR) Manager	DSpace/CKO	3 years	10
Simulation Educator Certification	SSH (USA)	3 years	18
Project-Based Learning (PBL) Certification	Buck Institute (USA)	3 years	15
Coursera/edX Teaching & Learning Specialization	Various Universities	Lifetime	12

Additional Approved Platforms: FutureLearn, EdX (Harvard, MIT), Coursera (Johns Hopkins, Stanford), Alison (Diploma in Higher Education Teaching)

Appendix C: Training Calendar (Academic Year 2025–2026)

National Educational Training (NET) Center for Teaching Excellence

Month	Core Workshop	International Webinar	Certification Drive	Special Program
Sep	OBE & Curriculum Alignment	Flipped Classroom (Univ. of Melbourne)	Google Educator Level 1	New Faculty Orientation
Oct	EdTech Tools (Moodle Advanced)	AI in Education (MIT)	Microsoft MIE	Teaching Portfolio Workshop
Nov	Assessment & Rubric Design	Inclusive Teaching (UC Berkeley)	Apple Teacher	Peer Observation Launch
Dec	PBL & Case-Based Learning	Mental Health in Classrooms (WHO)	–	Annual Teaching Symposium
Jan	Hybrid Teaching Strategies	Research-Led Teaching (Oxford)	–	Grant Writing Workshop
Feb	Simulation in Medical Education	VR/AR in Labs (Stanford)	SSH Sim Certification	SoTL Proposal Submission
Mar	Student Engagement Techniques	Digital Proctoring (Turnitin)	–	Mid-Year Review & Feedback
Apr	Academic Integrity & Ethics	Global Classroom (British Council)	ACUE Enrollment	International Conference Prep
May	Leadership in Academia	Sustainability in Curriculum (UNESCO)	–	Teaching Award Nominations
Jun	Portfolio Development & Review	Future of Medical Ed (WFME)	FHEA Application Support	Annual FDC Audit & Certification



Appendix D: Sample Teaching Portfolio Framework

Faculty Promotion & Appraisal

Part 1: Personal Teaching Philosophy

(500–700 words reflecting beliefs, goals, and approaches)

Part 2: Teaching Responsibilities

- Courses taught (last 3 years)
- Student enrollment numbers
- Curriculum contributions
- Thesis/project supervision

Part 3: Evidence of Teaching Effectiveness

- Student feedback summaries with scores
- Peer observation reports
- Sample lesson plans & innovative materials
- Pre/post-test results showing learning gains

Part 4: Professional Development

- FDC log with certificates
- Conferences/workshops attended
- Certifications achieved
- Teaching-related publications

Part 5: Contributions to Teaching & Learning Community

- Committees served
- Mentoring activities
- Workshops conducted
- EdTech tools developed/adopted

Part 6: Reflective Narrative & Future Goals

- Strengths and areas for improvement
- Plan for next 2–3 years
- Alignment with NET educational mission

Portfolio Submission Deadline: June 30 (Annually)

Review Committee: CTE + Academic Council + External Evaluator

All appendix are integral to the National Educational Training Policy and must be reviewed bi-annually by the Center for Teaching Excellence