FACULTY DEVELOPMENT PROGRAM

RAHBAR COLLEGE
OF DENTISTRY

Rahbar College of Dentistry, Lahore

PRINCIPAL
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RAHBAR COLLEGE OF DENTISTRY

No.102/RCoD/177 Dated: 22 August 2024
To: Director Admin
Info: Medical Branch

RAHBAR COLLEGE OF DENTISTRY

FACULTY DEVELOPMENT PROGRAM

RCoDs' Faculty Development Plan is designed to train teachers to continually improve and succeed. This plan offers support for faculty to enhance their teaching skills, stay current with new developments, and grow as leaders. By investing in our faculty, we ensure that our students receive the best possible education, keeping RCoD at the forefront of dental learning.

Standard Operating Procedures (SOPs) for Faculty Development Plan

1. Objective

The objective of this SOP is to outline the procedures for the continuous professional development of faculty members, ensuring they are equipped with the knowledge, skills, and competencies necessary to deliver high-quality education and contribute to the institution's goals.

2. Scope

The faculty development plan applies to all faculty members within the institution.

3. Roles and Responsibilities

- **Department Heads:**
  - Identify faculty development needs within their departments.
  - Encourage faculty participation in development programs.
- **Faculty Members:**
  - Actively participate in faculty development activities.
  - Apply new knowledge and skills to enhance teaching, research, and service.

Faculty Development Plan

The Faculty Development Program at RCoD is committed to fostering faculty growth by:

- **Advancing Teaching and Learning Techniques**: Empowering faculty with innovative strategies to enhance educational effectiveness.
- **Strengthening Skills in Curriculum Design and Development**: Building faculty capacity to create and implement dynamic instructional materials and curriculum.
- **Promoting Scholarly Endeavors:** Encouraging active engagement in research, scientific writing, and participation in workshops, seminars, conferences, and presentations.
- **Cultivating Leadership and Organizational Skills:** Developing faculty leadership abilities and organizational expertise to contribute to the institution's governance.
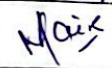
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- **Supporting Personal and Professional Growth**: Offering opportunities for faculty to pursue both personal and professional development plans, ensuring continuous improvement in their roles.

This plan gives an overview of the workshops designed for professional skill enhancement of our faculty, over the entire year. Each workshop is designed to meet particular needs of professional development, offering focused training on a variety of topics, including how to integrate curriculum, enhance leadership abilities, and conduct research.

The detailed workshop schedule is given below.

LIST OF WORKSHOPS

SER	WORKSHOP THEME	DESCRIPTION	FACILITATOR	EXPECTED TIMELINE Timings: 08:00am to 10:00am
1.	MCQ Development	Techniques for crafting multiple-choice questions that challenge students to analyze and evaluate information, promoting deeper understanding and problem-solving skills.	Prof. Dr. Muhammad Nasir Saleem	13/9/24
2.	Curriculum Integration	Spiral integrated curriculum Theme based teaching in medical education	Prof. Dr. Hina Zafar Raja	30/9/24
3.	Assessment strategies	Techniques for creating assessments that are both valid and reliable to accurately measure student learning	Dr. Muhammad Saad Ullah	11/10/24
4.	Lesson planning/ Interactive lectures	Training on how to design a 45 minute lecture effectively	Dr. Hira Anjum	25/10/24
5.	Power point Presentations	How to create a visually pleasing and engaging ppt.	Dr. Maira Mubashar	8/11/24
6.	Introduction to Research	An overview of research fundamentals	Dr. Shaher Bano	22/11/24
7.	Online assessment Design	Tools and strategies	Dr. Sadaf Munir	6/12/24
8.	Academic leadership	Team management Conflict resolution Strategic planning	Dr. Muhammad Behzad	20/12/24
9.	Research Proposal template	A structured guide to drafting a comprehensive and clear research proposal.	Dr. Junaid Altaf	3/1/25
10.	Faculty mentoring and development	Techniques for mentoring junior faculty to help them in their professional growth	Prof. Dr. Farhat Amin	17/1/25

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11.	Artificial Intelligence Research	Hands on training on AI research tools	Dr. Asad Mahmood	31/1/25
12.	Literature Review Search	Techniques and strategies for effectively searching and evaluating academic literature.	Dr. Omair Anjum	14/2/25
13.	Time management and work-life balance	Strategies for effectively managing teaching responsibilities, administrative tasks, and personal life.	Dr. Mariyah Javed	28/2/25
14.	Endnote exercise	Practical training on using EndNote for managing bibliographies and references in research.	Prof. Dr. Muhammad Nasir Saleem	14/3/25
15.	Team based learning	Strategies	Prof. Dr. Omer Yousaf	28/3/25
16.	Statistical Analysis	Understanding statistical methods and their application in analyzing research data.	Biostatistician	11/4/25
17.	Teaching strategies	Facilitating teaching and small group discussions	Prof. Dr. Irum Qamar	25/4/25
18.	Educational technology integration	Integrating educational technology tools into teaching practices for enhanced learning outcomes	Dr. Amna Nauman Khan	9/5/25
19.	Instructional design basics	Principles of instructional design to create effective learning experience	Dr. Ehsan Rathore	23/5/25
20.	Portfolio development	Guidance on compiling a teaching portfolio to document teaching philosophy, accomplishments and growth.	Dr. Zehra Abbas	6/6/25
21.	Descriptive Statistics- Hands on Workshop	Practical experience with summarizing and interpreting data using descriptive statistics.	Biostatistician	20/6/25
22.	Feedback and reflection	Providing constructive feedback to students Reflective practices for professional growth	Dr. Ammara Anwar	18/7/25
23.	Classroom management	Techniques Handling challenges Promoting participation	Dr. Babar Pasha	1/8/25
24.	Student engagement strategies	Interactive teaching methods and active learning	Dr. Iftikhar Ahsen	15/8/25
25.	Item Analysis and Item Quality Assessment	Analyze assessment data to evaluate quality of test items and improve future assessments	HOD Dental Education	29/8/25

26.	Epidemiology	Introduction to the principles and methods used in studying the distribution and determinants of health-related events.	Dr. Amna Nauman Khan	12/9/25
27.	Entrepreneurship	Insights into developing innovative ideas and strategies for starting and managing a healthcare business.	Prof. Dr. Hina Zafar Raja	26/9/25
28.	Ethics in research	Exploration of ethical considerations and standards in conducting responsible research.	Dr. Hira Anjum	10/10/25
29.	Clinical Trial Registration	Guidance on the processes and importance of registering clinical trials in recognized databases.	Dr. Faiza Khan	24/10/25
30.	Communication skills	Training to enhance effective communication in academic and professional settings.	Dr. Maira Mubashar	7/11/25
31.	Work Ethics and Professionalism	Understanding the core values and behaviors that define professionalism in healthcare.	Dr. Asad Mahmood	21/11/25
32.	Critical appraisal exercises- Scientific writing	Exercises in evaluating the quality and rigor of scientific research and enhancing writing skills.	Dr. Shaher Bano	5/12/25
33.	Problem solving skills for health care professionals	Strategies and tools for effectively addressing and resolving challenges in healthcare settings.	Prof. Dr. Omer Yousaf	19/12/25