



*Crafting Dimensions that Speak the Language of the New Millennium*

**SINHGAD TECHNICAL EDUCATION SOCIETY'S**

# **SINHGAD COLLEGE OF ARCHITECTURE**

(Affiliated to University of Pune & Approved by AICTE & COA) (ID No. PU/PN/Engg./151/2000)

S.No. 44/1, Vadgaon (Bk), Off Sinhgad Road, Pune 411041

**ACCREDITED BY NAAC**

Tel.: 020 24100000 / Ext. – 341, 347 Website: [www.sinhgad.edu](http://www.sinhgad.edu)

Tel./Fax: 020 24351439 E-mail: [scoa@sinhgad.edu](mailto:scoa@sinhgad.edu)

**Prof. M. N. Navale**  
M. E. (Elect.), MIE., MBA  
Founder President

**Dr. Mrs. Sunanda M. Navale**  
B.A., M.P.M., Ph.D.  
Founder Secretary

**Dr. Banani Banerjee**  
B. Arch. M.C.P., Ph.D.,  
Principal

## **WELFARE MEASURES FOR TEACHING AND NON-TEACHING STAFF**

For effective functioning, the Institute needs to ensure well-being of staff members. SCOA makes arrangements for availing various welfare measures for all the staff members. The Institution recognizes all its employees as the most valuable resource and provides a caring and supportive working environment to all staff which enables them to develop and optimize their full potential. However, members of staff are expected to contribute and participate effectively in achieving college mission and vision. This policy highlights on the benefits provided to the staff.

Following are the benefits given to teaching and non-teaching staff as:

### **Career development and progression incentives:**

The Institute sponsors faculty members and encourages them to attend Faculty Development Programmes (FDP) with paid leaves during the training period. Council of Architecture organizes many TTPs where faculty of SCOA attend as participants and senior faculty members as resource persons. Non-teaching staff are also encouraged to attend career development programs and Institute sponsors with paid leave.

**Research incentives:** Institute organizes state / national level conferences in alternative years to provide opportunities for faculty to present and publish research papers and to inculcate research culture sponsoring faculty to participate in conferences outside the Institute.

**Recognition and Rewards:** Faculty members are felicitated for their achievements in academic or for their remarkable service.

**Higher studies and promotion:** The Institute encourages to pursue higher studies. The management is the sanctioning authority for study leave on the recommendation of the principal and the concerned Head of the Department.

**Medical facility:** All Teaching and nonteaching staff avail medical facilities from Smt. Kashibai Navale Medical College and General Hospital and dental treatment from Sinhgad Dental Hospital both under STES. The campus is equipped with a clinic and 24x7 ambulance services for emergency needs.

**Residential quarters:** There are staff quarters available for faculty and all grades of non-teaching staff.

**Various Leaves:** Faculty avail various paid leaves as Casual Leaves, Medical Leaves and leaves for performing academic activities and duties as examination and lecture in other colleges, study tours, site visits, for attending FDP, etc., in addition, summer and winter vacations are availed by faculty as per SPPU Calendar. Paid maternity leave of six months is given to permanent female faculty members and staff. On duty leaves may also be granted to the staff members who are pursuing their higher studies. Non-teaching staff are provided with Earned Leave.

### **Other welfare measures:**

All employees are covered under EMBF (Employee Mutual Benevolent Fund). Internet and free Wi-Fi facilities are also available in campus for staff. Children of the employees are given preferences for admission in Sinhgad Springdale schools. Institute celebrates functions together like a family on the occasions of Ganesh festival, Navaratri festival and Vijaya Dashami.