ROHILKHAND COLLEGE OF NURSING
FACULTY DEVELOPMENT PROGRAMME COMMITTEE

S. NO.	NAME OF FACULTY	DESIGNATION	SIGNATURE
1.	Mrs. Mehev Khanam	Associate Professor	
2.	Mr. Deepak Sampson	Nursing Tutor	
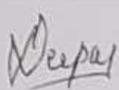
RESPONSIBILITIES

➤ Conducts needs assessments, determines probability of success of proposed programs, and selects and develops programs in response to needs.

➤ Supervises and distributes work to support staff and/or professional staff in order to implement arrangements and insure compliance with stated schedules and commitments of assigned programs.

➤ Conducts and/or supervises on-site administration of programs, including registration and problem solving..

➤ Makes and/or supervises all necessary arrangements for programs including rooms, special material or equipment and follows up on all details for coordination.

➤ Performs necessary administrative duties such as correspondence and reports, including summary reports of individual programs.

➤ Analyzes enrollment trends and actively participates in long-range planning for future program needs.

➤ Administers and assists in development of instruments for evaluation of programs.

➤ Evaluates effectiveness of programs and recommends improvements or changes.

➤ May train, supervise and evaluate entry level professional staff.

➤ May design and conduct programs which employ high technology telecommunications or computers as delivery media.

➤ Performs related duties as required.

Principal