

# **POLICY DOCUMENT**

## **ON**

### **PROVIDING FINANCIAL SUPPORT TO TEACHERS FOR ATTENDING CONFERENCE AND WORKSHOP**

#### **Preamble-**

The policy for providing the financial support to the faculty members is in order so that they can attend the conference and workshop organized by various Institutes, Universities and Colleges of National Repute, and can become members of reputed professional bodies for the academic growth and updates.

#### **Scope-**

The policy is applicable for all the faculty members of the college, interested and capable of upgrading their professional skills and research activities.

#### **Objectives-**

1. To support the teaching faculty to present research contributions in conferences of National and International Repute.
2. To encourage the faculty to attend and participate in conferences/ seminars/ workshops to avail opportunity for discussing the recent development, trends, the imminent challenges and future perspectives in their respective fields.
3. To promote teaching learning and research oriented activities in curriculum through faculty interactions in faculty development programs.
4. To motivate the faculty in delivering lectures as resource persons.

#### **Policy regarding attending of conference/workshop/seminar-**

A Regular faculty is allowed to participate in Workshop/Conference/ Seminar at International Level once in a span of 4 years and at National Level once in a

financial year on Govt. expenses (i.e. Registration fee + TA only) subject to fulfillment of the following conditions: -

1. The faculty member has to present a research paper or chair/preside a session & has received an official invitation for the same.
2. Funds are available for the purpose with the department.
3. Conference/ Seminar/ Workshop are in the scope of public interest.
4. 50% of the faculty members are on duty in the department at a time in the College.
5. Faculty members will be granted academic leave only and No DA will be paid. In case of local regional conferences etc. only registration fee will be paid and academic leave granted.
6. Faculty members are required to fulfill instructions issued by the Govt. of India from time to time for going abroad.
7. In case of attending International conference, the applicant should have cleared his/her probation successfully.