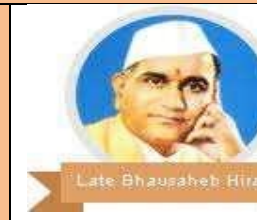




Mahatma Gandhi Vidyamandir's
Samajshree Prashantdada Hiray Arts, Science and
Commerce College Nampur Baglan Dist. Nashik



CRITERION 6

Governance, Leadership and Management

6.2.2

E-governance Policy



Mahatma Gandhi Vidyamandir's
Samajshree Prashantdada Hiray Arts,
Science and Commerce College,
Nampur Tal. Baglan (Nashik)



POLICY ON FINANCIAL SUPPORT TO TEACHERS FOR ATTENDING CONFERENCE/WORKSHOP/SEMINARS

The policy of providing financial support to the teachers is in force to attend the conference and workshop organized by the Institute of National Repute, Universities and Colleges and towards the membership fee of professional bodies.

➤ **Objectives: -**

- To encourage the teaching staff to present research papers at conferences of National and International Repute.
- To support the teaching staff to avail themselves of the opportunity to discuss novel development, emerging challenges, and future perspectives in their field of interest.
- To support teaching staff to promote teaching-learning, research extension activities and governance through participation in conferences and workshops.
- To enhance their academic credentials in line with expectations.

A. POLICY REGARDING ATTENDING CONFERENCE/WORKSHOP/SEMINAR

A regular teaching faculty is allowed to attend a Conference/Seminar/workshop at the international level once in a span of four (4) years and at a national level once every financial year on institutional expenses (i.e., Registration fee) subject to the fulfilment of the following conditions: -

- The faculty member must present a paper or chair a session and have been officially invited to this effect.
- Funds are available for this purpose from the department.
- Conference/Seminar/Workshop is in the public interest.
- 60% of the faculty are on duty at a time in the college.
- No DA will be paid & faculty members will be granted academic leave. In the case of local conferences etc., only a registration fee will be paid, and academic leave granted.
- Fulfilment of instructions issued by the Govt. of India from time to time for going abroad.
- In the case of attending an international conference, the applicant should have cleared his/her probation successfully.
- Subject to the condition that only 20% of a teacher's strength in a department would be deputed for such international conferences etc.
- Report and Certificate of the Conference/Workshop/Seminar should be submitted to the Institutional head.

B. POLICY REGARDING PROVIDING MEMBERSHIP FEE FOR PROFESSIONAL BODY

Regular teachers of the institution may be provided funds towards membership fees for joining a professional body.

- The professional body should have academic inclination.
- The professional body should be a registered body.
- The professional body should be either a national or international level body, local body may not be considered.
- Teachers may apply to the college Principal to avail themselves of this provision.
- A single teacher may be provided with funds to join a maximum of five (5) professional bodies only throughout his service.

C. Scope of Financial Support

The teachers are provided with financial support for professional development activities like

- Participating in the conferences/ seminars/ workshops
- Publishing research papers in highly reputed journals All aided and unaided
- teachers can avail the financial support Forms of Financial Support

The financial support to the teachers can be provided for:

- Registration fees for seminars, conferences, and workshops
- Travelling and accommodation allowances in case of outstation seminars, workshops and conferences
- Membership of Professional Bodies
- Enrolling for a Professional Development Course

D. Procedure for Application and Approval

The teachers need to follow the following procedure for application and approval for availing the financial support:

- Teachers are deputed for seminars, workshops, or conferences by the principal. The teacher makes an application to the principal regarding their registration fees and allowances, if applicable. After the approval of the principal, the funds are released for the same by the Accounts section.
- In this case, when the fee is paid by the teacher, the amount is reimbursed after following the proper application and approval procedure.
- The teachers may be interested in becoming members of professional bodies. The College sanctions membership fees up to 2000 upon the application of the concerned teacher for the same. The receipts and records are maintained by the Accounts section.