



“Education for Knowledge, Science and Refined Culture” – Shikshanmaharshi Dr. Bapuji Salunkhe

Shri Swami Vivekanand Shikshan Sanstha, Kolhapur's
Arts and Commerce College, Nagthane



Financial Support to Teachers for Attending Conference/Workshop

Preamble:

In order to encourage academic enrichment and capacity building of faculty members, Arts and Commerce College, Nagthane, the policy of providing the financial support to the teachers to attend the conferences and workshops organized by Institutes of National Repute, Universities and Colleges.

Objectives:

- To facilitate teaching staff to attend faculty training programmes like Conferences Seminars Workshops/Refresher Courses/Induction Programmes/ Orientation programmes/ Faculty Development programmes.
- To support teaching staff for academic growth and career advancement.
- To encourage the teaching staff for presentation of research paper in conferences of National and International Repute.
- To support teaching staff to promote teaching learning, research extension activities and governance through participation in conference and workshops.
- To enhance their academic credential in line with expectations.
- To encourage teaching staff to join professional bodies and academic societies.

Policy regarding attending of conference/ workshop / seminar

A regular faculty is allowed to attend Conference/Seminar/Workshop at International National and state Level subject to fulfillment of the following conditions: -

1. The faculty member has to present a paper or chair a session and has been officially invited to this effect.
2. Funds are available for this purpose.
3. Conference/Seminar/Workshop is in public interest.
4. 50% of the faculty is on duty at a time in the College.
5. Registration fee + TA only and no DA will be paid and faculty members will be granted academic Full Pay Duty Leave. In case of local conferences etc. only registration fee will be paid and academic leave granted.
6. Fulfillment of 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.



8. Subject to the condition that only 20% of teacher's strength in a department would be deputed for such international conferences etc.

9. Faculty should submit certificate, paper and brief report of the Conference attended to the Principal.

Process and Procedure:

1. The teaching staff will apply in writing to the principal seeking permission to attend/present paper in academic programmes
2. The teaching staff will apply for full pay Duty Leave and/or NOC, as required.
3. The "Initial Permission" will be granted by the Principal.
4. The teaching staff will resume duty upon completion of the said programme.
5. The teaching staff will submit a fresh application seeking appropriate financial support with the following enclosures:
 - a. Initial permission letter
 - b. Proof of Duty Leave
 - c. NOC, if any

Benefits:

College follows the UGC guidelines for Travel Grant Scheme teaching staff.

- Permanent ad hoc /Guest teaching staff of the College are reimbursed registration fee, upon submission of form and final approval of the Principal for attending Conferences/Seminars/Workshops/Refresher Courses/ Faculty Development programmes /Induction programmes Orientation Programmes.
- Permanent ad hoc/Guest teaching staff of the College are allowed Full Pay Duty Leave to attend the academic programmes
- College motivates its teaching staff to organize academic enrichment programmes in its campus. Faculty members can apply for exemption/reimbursement of Registration Fee for attending such academic programmes organised by the College
- Membership fee of professional bodies and academic societies.

Dr. J. S. Patil

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