



POLICY DOCUMENT ON PROVIDING FINANCIAL SUPPORT TO TEACHERS FOR ATTENDING FDPS, SEMINARS, CONFERENCES, WORKSHOPS AND TRAINING PROGRAM AND FOR PRESENTAING RESEARCH PAPERS

10.03.2020

Preamble :

Policy providing the financial support to the teachers is in force in order to attend the conference, workshop, etc, organized by reputed Institutions, Universities and Colleges and towards membership fee of professional bodies. The amount will be paid for both attending and also for presenting research papers.

Objectives:

- To motivate teaching staffs for presentation of research papers at State, National and International level.
- To support Teaching staffs to avail opportunity for discussing the novel development, the emerging challenges, 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 credential in line with expectations.

Policy regarding attending of conference/workshop/seminar

A Regular faculty is allowed to attend Conference/ Seminar/ Workshop /FDP at International, National and State Level once or twice in a financial year, subject to fulfillment of the following conditions.

- The faculty member has to present a paper or chair a session & has been officially invited to this effect.
- Funds are available for this purpose with the college. The Vice-Principal (Academic) and IQAC Coordinator recommend the amount to the Secretary & Correspondent and based on the recommendations, he will decide the amount and sanction the same. The cheques are issued on the faculty' name.
- Conference/ Seminar/ Workshop/FDP are related to the topic of importance related to the current scenario.

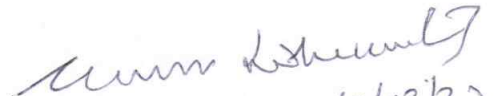


MAZHARUL ULOOM COLLEGE, AMBUR

(Recognized by UGC under section 2f and 12B, Affiliated to Thiruvalluvar University, Vellore.)

- 50% of the faculty is on duty at a time in the College as only 50% of the faculties are allowed to participate in the events. Faculty members are allotted duty leave to attend the events.
- Fulfillment of instructions issued by the Govt. of India from time to time will be followed for going abroad for any events. .
- In case of attending International conference, the applicant should have cleared his/her probation successfully.
- Subject to the condition that only 20% of teacher's strength in a department would be deputed for such international conferences etc.
- Management encourage the faculties to attend the events by providing funds.

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