



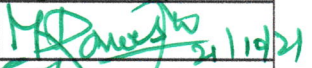
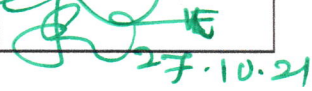
GOVERNMENT COLLEGE FOR MEN (A), KADAPA

(Affiliated to Yogi Vemana University, Kadapa)

Policy on Financial Support

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1. Preamble

Government College for Men (A), Kadapa believes that research and quality improvement in the teaching and learning process contribute to classroom excellence. Significant changes in the structure of education have occurred both nationally and internationally by making learning more accessible. As a result of these changes, teachers must be more adaptable, flexible, and diversified. The faculty members can upgrade their academic knowledge and skills through FDPs.

2. Policy Statement

This programme intends to assist faculty members in advancing their academic careers. The goal is achieved by offering financial support (Registration fee/TA/Membership fee) to teaching staff and encouraging them to attend seminars, symposia, conferences, workshops, and training programmes and official meetings conducted by APCCE/APSHE. This would aid in sharing knowledge, fostering academic growth, increasing collaborations and networking. This also helps to create a conducive environment for academic study. The outcomes of such interactions and interventions would improve teachers' professional and personal effectiveness, resulting in institutional, individual, and student academic achievements. In addition to that the financial support is also provided towards membership fee of professional bodies.

3. Objectives

To provide financial support to the teaching staff in the following activities

- ✓ To encourage the faculty for participate in Professional Development Programmes, Capacity Building Programmes, Faculty Development Programmes such as attending training programmes, workshops, refresher courses, orientation course, Faculty Exchange Programmes and Official meetings conducted by APCCE/APSHE.
- ✓ To encourage the teaching staff for presentation of research papers in conferences, seminars.

- ✓ To support the teaching staff to avail opportunities for discussing the novel developments, the emerging challenges, future perspectives in their fields of interest.
- ✓ To support the teaching staff to promote teaching-learning, research, extension activities and governance through participation in conferences, workshops.
- ✓ To enhance their academic credentials in line with UGC expectations
- ✓ To encourage Faculty Exchange Programmes with reputable academic institutions whenever it is deemed essential.
- ✓ To encourage the faculty to get membership in reputed and recognized bodies.

4. Scope of policy:

The following guidelines have been created in accordance with Government College for Men (A), Kadapa policies. The teaching (Permanent, Contract and Guest) members will be eligible for grants under the following circumstances:

Major categories for providing financial support to the teachers to promote

- Teaching Learning and related activities
- Research and related academic activities
- Co-curricular, Extracurricular and Professional Development Activities

5. Eligibility

Financial assistance may be provided in the following purposes, who are participating on behalf of the college:

1. Those invited to attend academic conferences/ seminars/ symposia/ workshops
2. For faculty delivering key-note addresses/ plenary lectures/Invited Lectures of National and International events
3. Those contributing a paper.
4. For faculty participating in Professional Development Programmes, Capacity Building Programmes, Faculty Development Programmes

5. The financial Assistance will be provided, the faculty who is nominated and relieved by the Principal and treated the duration of leave as ON DUTY (OD). Then only, the applicant is eligible for financial support.
6. If the Organizing Institute/College provided TA for the faculty, in such case, the faculty is not eligible for Financial Support.
7. If the Organizing Institute/College provided remuneration for acting as Resource Person, in such case, the faculty is not eligible for Financial Support.
8. To avail the membership fee, the professional body should be reputed and recognized.

6. Financial Support Guidelines

- ✓ Admissible Travelling Allowance (TA) expenditure will be from Second Class Sleeper Train fare by the shortest route or APSRTC Bus (Super Luxury) or Any Government Transport Bus (Super Luxury) by providing Travelling Tickets
- ✓ In case of, any FDP/Official Meeting is conducted by APCCE/APSHE/Other Institution approved by APCCE, then the faculty is eligible for TA as per Admissible Travelling Allowance (TA) expenditure.
- ✓ The faculty can avail financial support for registration fee for seminars, conferences or workshops, in such case, as a registration fee will be on producing the fee receipt.
- ✓ Providing Original Travelling Tickets and Attendance/Participation Certificate/Geotagged Photographs are mandatory to avail financial support.
- ✓ The faculty can avail financial support for registration fee Online NPTEL/Swayam MOOCs/FDPs is allowed on producing the fee receipt.
- ✓ Faculty can avail financial support for getting membership from recognized professional bodies, in such case, as a membership fee will be provided on producing of fee receipt.

7. Application Procedure

- ❖ Employees shall apply in the proper format (Annexure-I) to the Principal at least 2 days before the date of commencement of event/FDP and get OD certificate.

- ❖ If there are multiple applicants from the same department, the principal's decision is final.
- ❖ In the event of research paper presentation, the First Author/Corresponding Author will be eligible to apply for financial support.

8. Mode of Approval

- ✓ The faculty should submit a detailed report along with the bills for reimbursement after returning from the event.
- ✓ The original copies of travel tickets, attendance/participation certificates/Geotagged Photographs is need to submit for processing of bills to the Administrative Officer, after Counter signed by the Principal.
- ✓ The Committee shall consist of the Administrative Officer and In-charge of respective Department will scrutinize the application of teachers and forward to the Principal for release of funds.
- ✓ The Committee shall verify the suitability of the event for academic progression of the applicant, standing/status of the organizing agency; and likely impact on the departmental academic activities.
- ✓ Granting of financial assistance will depend on the availability of funds in the College
- ✓ The decision of the Principal shall be final.

9. Monitoring the Outcome

- ❖ In the case of any training programme attended by the staff, the details of the programme outcome/learning experience should be presented to the respective department within a week of their return.
- ❖ The faculty attending National event Conference/Seminar/Symposia should publish his/her paper/abstract in proceedings or in some other journals.
- ❖ The officer/Co-ordinator availing the facility should make a presentation/share his/her views about how the skills learnt may be utilized to strengthen the administration.
- ❖ Copies of participation certificate, best paper certificate, and other relevant certificate should be handed over to the IQAC and Concern Department, with a soft copy uploaded on the Data Management System.

Dr. G. Ravindranath, Ph.D.
PRINCIPAL
Govt. College for Men (A) Kadapa.

