



கந்தசாமிக் கண்டர் கல்லூரி

(தமிழ்நாடு அரசு உதவிபெறும் கல்லூரி)

Re - Accredited with "B" Grade (Third Cycle) by NAAC

வேலூர் - 638 182, நாமக்கல் மாவட்டம்.

E-Mail : kkcvelur1962@gmail.com info@kkcedu.in Website: www.kkcedu.in

தேதி :

POLICY FOR FINANCIAL SUPPORT TO TEACHING STAFF TO ATTEND FDPs, RESEARCH WORKS, CONFERENCES, WORKSHOPS, SEMINARS, SYMPOSIA AND MEMBERSHIP FEES

According to Kandaswami Kandar's College Velur, Research and Quality development in the teaching and learning process, contribute to classroom excellence. Nationally and internationally, significant changes in educational structure have made education more accessible. As a consequence of these developments, educators must be more flexible, versatile, and diverse. Using the platforms provided by the college's well-designed Financial Support Policy, internal faculty members can better their academic knowledge.

Policy Statement

This initiative aims to help faculty members advance their academic careers. The purpose is met through providing financial help to educators and encouraging them to attend seminars, symposia, conferences, workshops, and training sessions held in India and around the world. This would help with knowledge sharing, academic progress, collaboration, and networking. This also contributes to the creation of a conducive environment for academic learning. Such interactions and interventions would increase teachers' professional and personal efficacy, resulting in institutional, individual, and student academic success.

Objectives

- i. Provide financial assistance to all teaching faculty for the following:
 - Attending or presenting research papers in seminars, symposia, conference workshops, refresher courses, book publications, and peer reviewed journals, publishing of patents and training workshops in India and abroad.
 - International collaborations and exchange Programmes including international internships.
 - Encouraging faculty members to apply for travel grant funds.
 - Programmes held in India and abroad for all teaching faculty members.
 - Providing financial assistance to faculty members in the form of reimbursement of registration fee to encourage their participation in various conferences/workshops for professional development.
- ii. Provide and facilitate faculty training programs conducted by the College's corporate partners and collaborators as part of collaborative programmes delivered in India or abroad.
- iii. Whenever deemed necessary, arrange academic exchange programs for faculty members with reputable academic institutions.
- iv. To promote and encourage faculty members to seek funding assistance for research, outreach/extension activities, or nationally recognized UGC programs from a variety of funding organizations.
- v. Provide training programs and financial assistance to qualifying teaching faculty members/members, as required, for programs given by corporate partners for software's /courses necessary for the smooth operation of the institution's collaborative programs.
- vi. To organize programs for career and talent enhancement.
- vii. To provide departmental funding for guest lectures, seminars, and field trips, in addition to association events, cooperative activities, and outreach programs.



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Scope of the Policy

The policy applies to all levels of academic and scientific activities except certification programs. Participation in such programs is subject to local need assessments and permission, among other things, and is in accordance with the institution's standards. Faculty participation should be aligned with academic content standards or research standards outlined in the Research Policy.

Policy Guidelines

Teaching and non-teaching faculty members who are on a permanent basis and are on probation will be eligible for grants under the following circumstances:

- Financial support for professors to attend workshops, FDPs, and conferences to improve their intellectual capacities.
- Seed money for research projects, particularly those with a social impact.
- Financial aid is available, and faculty members are encouraged to participate in workshops, trainings, and refresher programmes.
- To participate in international conferences, the faculty member must have completed his or her probation period.
- After probation, faculty members are encouraged to apply for UGC grants and other funding agencies with the Principal's approval.

Note: If the allocated UGC funds are fully utilized, the institution will provide monetary assistance in the above-mentioned conditions using Special Earmarked funds from Management.

Procedure of Availing the Grant/Aid

- In the case of national conferences/seminars, applications should be sent to the Principal at least 7 days in advance.
- For international events, the application must be submitted to the Principal at least 45 days in advance, with an alternate teaching plan authorized by the corresponding Head of Department. The faculty member should also make sure that students' teaching hours are not affected.
- The College Research Committee (CRC) scrutinizes the applications for their relevance and need.
- If there are multiple applicants from the same department, the principal's decision is final.
- In the event of research paper presentation funding, if the paper is co-authored, the first author will be given preference. However, the application should include No Objection Certificates from the second author(s).

Reports/Outcome Recording of Such events

- Within a week of returning, the staff member must submit a detailed report together with the bills for reimbursement.
- On submission of original copies of air travel tickets, visa, boarding passes, attendance /participation certificates, statement of expenditures, and a brief report on the Seminar /Conference /Workshop / Proceedings, the expenses incurred will be refunded.



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- In the case of any training programme attended by the staff, the details of the programme/learning experience should be presented to the respective department within a week of their return.
 - Faculty members who attend an international seminar or conference should work on publishing their work in a reputable international journal.
 - Copies of participation certificates, best paper certificates, and other relevant certificates should be handed over to the IQAC.


PRINCIPAL,
Kandaswami Kandari's College,
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SECRETARY,
Kandaswami Kandari's College,
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