

POLICY FOR FINANCIAL ASSISTANCE TO TEACHING STAFF

Document	Policy and Procedures Compendium
Department	Administrative Office
Document Code	AO/P&P/18
Title	POLICY FOR FINANCIAL ASSISTANCE TO TEACHING STAFF
Approved by	Maharani Lakshmi Ammanni College Trust (Regd.)

INTRODUCTION:

Maharani Lakshmi Ammanni College for Women (mLAC), established in the year 1972 attained autonomous status in the year 2016. It has always been focusing on providing quality education to women. The college has been proactive in adapting to the changing expectations of higher education and offering a number of courses at the UG and PG levels which include the conventional programs and those in emerging areas as well. The vision of mLAC has encouraged the college leadership to provide an environment for the teaching faculty to equip themselves in meeting the changing requirements of higher education. The college focuses on providing a robust environment for professional development of teaching staff to enable them in their career growth and for meeting the changing expectations of higher education. To foster the culture of excellence and encourage teaching staff to upskill themselves and enhance their intellectual acumen, mLAC has formulated the Policy for financial assistance to teaching staff.

OBJECTIVES:

- To encourage capacity building of teaching staff
- To support teaching staff towards academic enrichment
- To enable career progression of teaching staff
- To facilitate participation of teaching staff in seminars, conferences, workshops and symposia in India and abroad (International, National, Regional, State and Local)
- To encourage teaching staff to apply for membership to professional bodies

ELIGIBILITY:

- Permanent full-time and part-time teaching staff of the college

ATTESTED

Sheshela
Principal

Maharani Lakshmi Ammanni College
for Women, Autonomous
Science Post, Bangalore - 560 012.

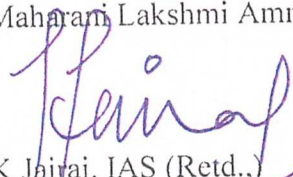
AREAS FOR PROVIDING FINANCIAL ASSISTANCE:

- Teaching-learning, curriculum design and development
- Research and consultancy
- Entrepreneurship and innovation
- Co-curricular and extra-curricular activities
- Other professional development activities

PROCEDURE:

- The teaching staff shall apply in writing to the Principal with all details of the Program and the amount shall be reimbursed after the scrutiny.
- The Principal, Academic Coordinator and Administrative Officer shall jointly scrutinize the application.
- The application shall be approved by the Principal subject to fulfillment of eligibility criteria and all other conditions
- Eligible teaching staff shall be reimbursed registration fee on production of receipt and allowed on-duty leave for attending academic programs
- For attending in house academic enrichment programs, teaching staff shall apply for exemption from payment of registration fee
- The college shall follow the UGC guidelines for travel grant scheme for teaching Faculty
- The college shall reimburse the membership fee paid by teaching staff for membership to professional bodies and academic societies.

For Maharani Lakshmi Ammanni College Trust (Regd.)


Sri. K. Jairaj. IAS (Retd.),
Managing Trustee

MANAGING TRUSTEE

Maharani Lakshmi Ammanni College Trust (R.)
Malleswaram, Bangalore - 560 012

ATTESTED


Principal

Maharani Lakshmi Ammanni College
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