



"Dissemination of Education for Knowledge, Science and Culture."  
- Shikshanmaharshi Dr. Babuji Salunkhe



SHRI SWAMI VIVEKANAND SHIKSHAN SANSTHA'S

## VIVEKANAND COLLEGE, KOLHAPUR (EMPOWERED AUTONOMOUS)

2130, 'E' Ward, Tarabal Park,  
Tal. Karveer, Dist. Kolhapur - 416 003.  
Affiliated to Shivaji University, Kolhapur (M.S.)

NAAC Reaccredited : "A" (CGPA - 3.24 in 3rd Cycle)  
College with Potential Excellence by U.G.C., New Delhi  
"Star College" by D.B.T. Govt. of India  
ISO 9001 : 2015

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Founder

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D. Litt.

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Hon. Chandrakant Dada Patil  
Higher and Technical Education Minister, Maharashtra

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M.A.

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M. Sc., M. Phil., Ph. D.

### Internal Quality Assurance Cell

**Policy on Providing Financial Support to the Teachers of  
College for Attend Conferences / Workshops and  
Towards Membership Fee of Professional Bodies**

# Policy on Providing Financial Support to the Teachers of College for Attend Conferences / Workshops and Towards Membership Fee of Professional Bodies

## **Introduction**

Vivekanand College, Kolhapur is dedicated to offering diverse courses to meet evolving socio-economic demands through knowledge development. Emphasizing enhanced teaching-learning processes and quality research, the college recognizes the evolving landscape of education. Vivekanand College, Kolhapur prioritizes the faculty member's academic growth and research quality, acknowledging their pivotal role in fostering meaningful learning outcomes.

This policy facilitates financial support for teaching faculty attending conferences/workshops and paying professional body membership fees. It outlines guidelines for accessing these benefits from the institute, applying to all faculties teaching at UG and PG levels. This policy supports teachers in updating their expertise to enhance student education with both knowledge and skills, aiming to boost student employability.

## **Objectives**

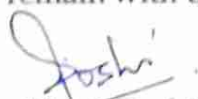
### **The main objectives of policy:**

- Encourage employees/members to participate in conferences, workshops, and professional body memberships to enhance their skills, knowledge, and expertise in their respective fields.
- Facilitate the exchange of ideas, best practices, and emerging trends by supporting attendance at relevant conferences and workshops.
- Promote a culture of continuous learning and growth within the organization.
- Enable employees to build professional networks, establish connections, and collaborate with professionals in their field
- Contribute to the overall growth and success of the organization.

## Policy Guidelines

The financial support to attend Conferences/Workshops and towards Membership Fee of Professional Bodies will be applicable to all the faculty members of College.

1. If two/three teachers are named on the same research paper to be presented in academic conferences, seminars, workshops, financial assistance will be granted to one teacher. A teacher who wants to submit a proposal to the college for financial assistance must submit the no objection certificate of the other assistant teachers on the research paper along with the proposal.
2. The proposal for financial assistance must be received in the office 15 days in advance with complete documents. (For example, Request Application, Brochure, Acceptance Letter Abstract, No Objection Certificate etc.)
3. Travel expenses will be paid as per the rules of the college.
4. Permission of the college must be obtained before attending conferences, seminars, workshop etc.
5. After attending Conferences, Seminars, Workshops, Self-Attested along with Original Expense Receipts, Original Receipts of Registration Fees, Original Travel Expense Tickets, Attendance Certificate must be received in maximum 10 days in the proposal office.
6. Proposals to receive inconsistent with these rules will not be entertained.
7. The concerned teacher should make a presentation to the college about the said research essay through Staff Academy.
8. The teacher concerned should attach the relevant conference and presentation report along with the payment.
9. In order to benefit maximum number of teachers under this scheme, subsidy will be given to one teacher once a year.
10. Out of the total expenses (registration fee or travel expenses) incurred for attending conferences, seminars, workshops, a maximum of Rs. 3,000/- will be paid. If grant is received from UGC or other apex bodies, action will be taken as per their rules.
11. The above aid will be paid as per the amount available and all related powers will remain with the committee as well as the Principal.



Dr. Shrutti Joshi  
**Coordinator - IQAC**  
**Vivekanand College,**  
Kolhapur



Dr. R. R. Kumbhar  
**PRINCIPAL**  
**VIVEKANAND COLLEGE, KOLHAPUR**  
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