



GOVERNMENT GIRLS' GENERAL DEGREE COLLEGE

7, Mayurbhanj Road, Kolkata - 700023
Telephone No. : 033-2448-1160, 033-2448-1171
E-mail: gggdc.coll@gmail.com
Website: www.govtgirlsekalpur.com

Ref. No. :

Date :

POLICY DOCUMENT FOR FINANCIAL SUPPORT TO TEACHERS

To meet the vision and mission of the college, the IQAC of the college takes a policy for faculty development by giving financial assistance from the college fund. The college provides financial support to the teachers, for their professional development and academic upgradation. IQAC of the Government Girls' General Degree College takes initiatives and prepared plan to provide financial support teachers for attending seminars/ workshops/ conferences and to engage in research work and for all the academic enrichment of the teachers of the college and to arrange seminars of different departments from the college fund, for every financial year.

AVENUES FOR FINANCIAL SUPPORT

- Teachers can apply for Orientation program, Refreshers courses for career advancement.
- Substantive teachers can apply for FDP for academic career advancement.
- Participation expenses in seminars, workshops and conferences.
- For laboratory, academic and industry visits, the students as well as the accompanying teachers can get the financial support from the college funds.
- Promotion of activities of the incubation centers.
- Arrangement of seminars of the different academic departments.

ELIGIBILITY CRITERIA

All teachers can avail the financial support

PROCEDURE FOR APPLICATION AND APPROVAL


Principal
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The teachers must follow the following procedure for applications and approval of availing the financial support:

1. Teachers must submit a detailed application form including a budget and justifications to the principal for the financial support. Principal placed it to IQAC meeting. IQAC approve this application and approved application will be processed and funds will be disbursed.
2. In case of financial support for publication of research paper and PhD award, the conveners of Research and Development Committee make recommendation about the same to the principal. After the approval of the principal, the principal placed it to the IQAC meeting and approved applications is then processed and the funds will be disbursed accordingly.
3. The maximum financial assistance in each case will be determined by the IQAC of the college.
4. Financial support will be granted on a case by case basis, considering the merit and its impact.

ACCOUNTABILITY AND REPORTING

1. Teachers receiving financial support must provide all the requisite bill within the stipulated time and a report of utilization and its impact.
2. Non-submission of utilization may affect eligibility of future financial support of that teacher.
3. When, the fee is paid by the teacher, the amount is reimbursed after following proper application and approval procedure.

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An example of financial support given by the college to teacher: In 2022, a collaborative seminar was held in Newton, Rajarhat, Kolkata, many teachers and office staff attended it. Principal Madam was in kind enough to provide Rs. 24,139/- from the college fund.

CONCLUSION

To implement this policy, the principal of the college tries her best and assured us that she would take initiatives to bring funds from the Higher Education Department, Govt. of West Bengal in future for faculty development.

Principal
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Degree College
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