



**Deccan Education Society's
Fergusson College (Autonomous), Pune**

Faculty Development and Research Support Policy

1. Preamble :

Fergusson College is committed to provide support to faculty members for quality research and up gradation of their academic knowledge which can bring fresh insights into the classroom leading to better student outcomes.

The purpose of this policy is to establish guidelines for providing financial support to teaching faculty for their participation in conferences, workshops, seminars, symposia at National and International level, Faculty Development Programs (FDPs) and membership fees of professional bodies.

2. Scope :

All full-time teaching staff members are eligible to apply for financial support under this policy. Priority may be given to faculty who have not recently received support. A teacher will be eligible for financial assistance only for one activity in an academic year.

3. Covered Activities: Financial support may be provided for the following activities:

- a. Paper/ research work presentation in National /International Conferences
- b. Participation in Workshop, seminar, and symposia participation at National and International level
- c. Attending training programme related to concerned field of interest.
- d. Membership fees for professional associations and societies

4. Application Process: Faculty members interested in seeking financial support must submit a formal application to the Principal for the approval at least 30 days prior to dates of activity. The application should include:

- a. Purpose/Detail of the activity (National/International)
- b. Acceptance proof from the programme convener/organizers
- c. Copy of paper communicated for Conference/Seminar. Paper should be accepted for 'Oral' presentation only.
- d. Budget (registration fees, partial travel amount)
- e. Expected outcomes and benefits for the faculty member and the institution
- f. Any other relevant information

5. Approval Process: A committee for processing such application will review and evaluate all applications based on the merit and alignment with institutional goals. Approval will be granted based on the availability of funds and the potential impact of the proposed activity.

1.	Prof. (Dr.) Nitin Kulkarni	Principal and Chairman
2.	Dr. Prakash Pawar	Vice Principal
3.	Smt. Swati Joglekar	Vice Principal
4.	Dr. Subhash Shende	Vice Principal
5.	Dr. Radhika Jadhav	Vice Principal
6.	Dr. Poonam Deshpande	Coordinator, IQAC
7.	Prof. (Dr.) Ashish Yengantiwar	Coordinator, RCC

Role of Committee:

- (a) Call for Applications and process applications as and when need arises.
- (b) Scrutinize the application(s) in terms of quality of Seminars/ Conference/ Workshops and the paper to be presented.
- (c) The Committee reserves the right to decide the amount to be allocated to the applicant as per the budget available with College.
- (d) Convey final decision to the applicant.

6. Funding Allocation:

- a) Fergusson College earmarked a specific budget for faculty development and research support to attend or participate in seminars, workshops, conferences, training programmes and for membership fees of professional bodies
- b) The amount of financial support to the faculty will be determined based on the nature of the activity, location, and other relevant factors.
- c) Maximum amount which can be reimbursed to the faculty for presenting the paper in National/International Conference will be 10,000/-. The financial support covers reimbursement of the registration fees at the conference. Partial Travel allowance can also be allocated as per the availability of funds with approval from the committee.
- d) Partial support to the faculty for presenting the research paper in an International scientific event (conference, seminar etc.) held abroad can also be provided.

7. Reimbursement Process:

- a) Within a week of returning from the approved activity, faculty members must submit a detailed report on knowledge gained, skills acquired, and any tangible outcomes resulting from the supported activity along with a copy of certificate to IQAC office.
- b) Any award received should also be communicated with a copy of relevant certificates to IQAC office.
- c) After a remark from IQAC, faculty should also submit all relevant receipts, invoices for reimbursement to the Office.
- d) Reimbursement will be processed in accordance with institutional policies in the same financial year in which activity has been undertaken by the teacher. In any case, reimbursement will not be processed for the activity undertaken in the previous financial/academic year.

8. **Accountability:** Faculty members who receive financial support are expected to actively contribute to the academic community by sharing the knowledge and experiences gained during the supported activities. It is mandatory for the teacher to mention affiliation (author's affiliation) as Fergusson College (Autonomous), Pune in the paper/article published in journals/conference proceedings.
9. **Review and Revision:** This policy will be subject to periodic review and may be revised as needed to meet the changing needs of the institution.



Prof. (Dr.) Ashish Yengantiwar
Academic and Research Coordinator



Prof. (Dr.) Nitin Kulkarni
Offg. Principal

