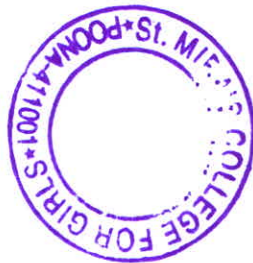




**SADHU VASWANI MISSION'S**  
**St. Mira's College For Girls, Pune**  
**An Autonomous (Affiliated to SavitribaiPhule Pune University)**  
**Reaccredited by NAAC- A Grade, cycle 3**  
**[ARTS, COMMERCE, SCIENCE, BSc (Computer Science), BBA,**  
**BBA(CA)]**  
**6, Koregaon Road, Pune-411001. [INDIA]**  
**Ph./Fax: 26124846; Email: mira\_college@yahoo.co.in**

POLICY TITLE: Policy for Financial Support to Faculty members	
Policy Number:	12
Description of the Policy	Policy focuses on providing financial assistance to faculty members to undertake research activities; publications and professional development activities.
Drafting Authority	Criterion 6
Policy Application	Teaching Faculty
Effective from:	15/06/2017
Revised on:	15/05/2021
References for the Policy	UGC Guidelines and Policies of Other HEI's.



# St. Mira's College for Girls, Pune

## POLICY FOR FINANCIAL ASSISTANCE TO FACULTY MEMBERS

(2017-18)

### I. For attending Conferences, Seminars and Workshops

#### Objective of the Policy:

1. To promote faculty members to undertake research activities, publications, networking, professional development activities by providing financial assistance to them in pursuing such activities.

#### Guideline:

Financial assistance will be provided with respect to 50% of registration fees of Conferences/Seminars/Workshops attended subject to approval by Principal of the college.

#### Eligibility:

The assistance will be provided to all the faculty members including the librarian.

#### Process for granting financial assistance:

1. The faculty member intending to attend a UGC/SPPU/NAAC sponsored Conference/Seminar/Workshop must submit an application 3 days in advance addressed to the Principal of the college; routed through the HOD attaching a copy of the brochure of the conference.
2. Financial assistance will be provided on submission of proper documents in proof of the expenses claimed.
3. After attending the conference, the faculty member should submit certificate of attendance; copy of paper (if presented) and receipt of registration fees.
4. Principal after considering the application and documents will sanction the amount of financial assistance judiciously.

*G.H. Gidwan*



## II. For grant of Research Scholarship/Award

### Objective of the Policy:

To encourage faculty from the unaided streams to enhance their educational qualifications.

### Guidelines:

- a. An award of Rs 1,00,000 will be given to an SPPU approved teaching faculty member from the **unaided streams** for successful completion of PhD.
- b. Eligibility: All teaching faculty (Under 55 years of age) under the unaided streams.
- c. The faculty should have served the college for a minimum of 3 years.
- d. The faculty should have completed her Doctorate and submitted a Copy of the Thesis to the College.
- e. The faculty would need to give a signed undertaking of serving the institution for not less than 2 years after completion of PhD.
- f. In case the faculty leaves the institution within one year of grant of the award, she will be required to reimburse 50% of the award.
- g. The award would be given to the Faculty member at the Annual Prize Distribution Function.

*G.H. Gidwan*





632

## St. Mira's College for Girls, Pune

### Autonomous Affiliated to Savitribai Phule Pune University

### POLICY FOR FINANCIAL SUPPORT TO FACULTY MEMBERS

(Revised May 2021)

#### Objective of the Policy:

To provide a financial incentive to faculty members to undertake research activities, publications, professional development activities to enhance domain knowledge and skills.

#### I. Attending Conferences, Seminars and Workshops

**Guideline:** The faculty member intending to attend a UGC/SPPU/NAAC/any other reputed national organization conducting **Conferences, Seminars and Workshop both Online as well as Offline**, in their discipline of teaching and research will be eligible to avail the financial assistance. Financial assistance equalling 50% of registration fees for participating in Conferences/Seminars/Workshops attended, will be provided.

#### Process for availing the financial assistance:

1. The faculty member intending to attend /present a paper at UGC/SPPU/NAAC/any other reputed national organisation must get the duty leave sanctioned preferably 3 days prior to the Conference/Seminar/Workshop by submitting an application, addressed to the Principal of the college, routed through the HOD, attaching a copy of the brochure of the conference.
2. The Registration fees will initially be paid by the faculty.
3. 50% of the fees paid will be reimbursed by the College, on submission of
  - a. Attendance Certificate
  - b. A Certificate of Attendance/ Paper Presentation
  - c. A copy of Paper Presented
  - d. Receipt of registration fees paid.
4. The financial assistance will be capped at Rs.3500 per faculty per year.
5. The assistance will only be availed for registration fees and not for TA/DA.



## II. Grant of Research Scholarship/Award

### Eligibility:

The Award will be given to all the faculty members (Under 55 years of age) from the **unaided streams**, provided she has put in a **minimum number of 3 years of service at St. Mira's College.**


### Guidelines:

An award of Rs 1,00,000 will be given to an SPPU approved teaching faculty member from the **unaided streams** for successful completion of PhD.

### Process for availing the financial assistance:

1. The faculty will have completed her Doctorate and submitted a Copy of the Thesis to the College.
2. The faculty will give a signed undertaking of serving the institution for not less than 2 years after completion of PhD.
3. In case the faculty leaves the institution within one year of grant of the Award, she will reimburse 50% of the award before being relieved from service.
4. The award will be given at the Annual Prize Distribution Function



  
Dr Jaya Rajagopalan  
Principal Incharge