

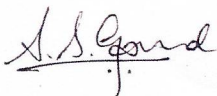
Policy document for financial support for academic enhancement & skill development of faculty & staff

VIT's PVP College of Architecture has formulated the following policies for financial support for academic enhancement & skill development of teachers & staff:

The college management funds the following initiatives taken up by any of the teachers & staff with an intention to enhance their skills, after due scrutiny & discussion with the Director.

- 1) **Teachers training program** : College management funds registration fees for college teachers training programs organized by Council of Architecture or any other reputed organization. Each year necessary fees for attending 'Teachers training program' are prepaid by the college management, under which a certain required number of units are consumed by faculty members by attending the CoA - teachers training program. Teachers training and faculty development programs are encouraged to be attended by college management. Teachers intending to attend the same should write to the Director & Academic coordinator on email. Also an email seeking an OD during this period should be written to - pvpcoaftfodpp@gmail.com
- 2) **Registration fees for attending Conferences & workshops** : College management has a policy of funding the registration fees for attending various research conferences & workshops. Teachers interested in attending the same should write to the Director , Academic coordinator , college administration & management secretary with details on email id below with interest & seeking permission for the same. Also an email seeking an OD during this period should be written to - pvpcoaftfodpp@gmail.com
- 3) **Travel & boarding expenses for attending outstation (national & international) Conferences & workshop** : College management has a policy of funding the outstation travel & boarding expenses of teachers ,for attending various research conferences & workshops. Expenses incurred for the same are reimbursed . Teachers intending to seek reimbursement must take a pre approval before travel by writing to the Director & Academic coordinator college administration & management secretary with details of the same.
- 4) **Funding research initiatives by teachers:** College management has a policy of funding research initiatives by teachers. This funding can be given either fully or partially. Teachers intending to seek funding must take a pre approval for the funding by writing to the Director & Academic coordinator college administration & management secretary with details of utilization of funds for documentation, travel, payment for research associates etc.
- 5) **Funding of higher education of teachers & staff:** College management has a policy of funding higher education of teachers & staff members in the form of skill development courses, faculty development programs, Masters education & Phd programs. This funding shall be partial in nature. Teachers or staff members intending to seek reimbursement must take a pre approval before travel by writing to the Director & Academic coordinator college administration & management secretary with details of the same

In all the above mentioned cases, management's decision shall be final & binding.



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