



## **Faculty Financial Support Policy Document**

### **1. Introduction**

This policy outlines the guidelines and procedures for providing financial support to faculty members at Rajeev Gandhi Memorial College of Engineering and Technology, Nandyal. The institution recognizes the importance of supporting its faculty to foster excellence in teaching, research, and professional development. This document aims to ensure transparency, consistency, and fairness in the allocation of financial support.

### **2. Eligibility**


**2.1 Full-time Faculty:** Financial support is available to all full-time faculty members at Rajeev Gandhi Memorial College of Engineering and Technology, Nandyal. Full-time faculty refers to those individuals employed by the institution on a regular, ongoing basis, with a workload equivalent to two courses per semester.

**2.2 Adjunct Faculty:** Adjunct faculty may also be eligible for financial support, subject to the availability of funds and the nature of the support requested. Eligibility for adjunct faculty will be determined on a case-by-case basis.

### **3. Types of Financial Support**

Financial support may be offered for the following purposes:

**3.1 Research Grants:** Funding to support faculty research activities, including but not limited to, research projects, fieldwork, data collection, publication costs, and conference attendance.

  
**Dr. T. JAYACHANDRA PRASAD**  
M.E, Ph.D.,  
PRINCIPAL  
R G M College of Engg. & Tech.,  
(Autonomous)  
NANDYAL-518 501, Nandyal (Dt), A.P.



**3.2 Teaching and Learning Initiatives:** Funding to enhance teaching and learning methodologies, including attendance at workshops, seminars, and conferences related to pedagogy and educational technology.

**3.3 Professional Development:** Support for professional development opportunities, such as workshops, certifications, and courses relevant to the faculty member's field of expertise.

**3.4 Conference Travel Grants:** Financial assistance for faculty members presenting their research findings at conferences and academic events.

**3.5 Start-Up Funds:** For newly hired faculty, start-up funds may be provided to assist in establishing their research or academic program at the institution.

#### **4. Funding Allocation**

**4.1 Budget Allocation:** The institution will allocate a specific budget annually for faculty financial support. The allocation will be reviewed and approved by the Governing Body Members.

**4.2 Application Process:** Faculty members seeking financial support must submit a formal application, clearly stating the purpose, estimated budget, and expected outcomes of the support. Applications should be submitted to the Department by the specified deadline.

**4.3 Review and Approval:** A committee, constituted by the Governing Body, will review the applications based on eligibility, alignment with institutional goals, and available funds. Decisions will be communicated to applicants within two weeks after the application deadline.

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M.E,Ph.D.,

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**Nandyal-518501, Nandavolu, A.P.**

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## **5. Accountability and Reporting**

**5.1 Reporting Requirements:** Faculty members who receive financial support are required to submit a report detailing the utilization of funds and outcomes achieved. This report should be submitted to the Accounts Office within one or two months of the support's completion.

**5.2 Overseeing Compliance:** The Accounts office will oversee the adherence to this policy and ensure compliance with reporting requirements.


## **6. Amendments to the Policy**

**6.1 Policy Review:** This policy will be reviewed periodically by the Governing Body to ensure its effectiveness and relevance.

**6.2 Amendments:** Amendments to this policy will be proposed by the Principal and approved by the Governing Body.

## **7. Conclusion**

This policy document reflects Rajeev Gandhi Memorial College of Engineering and Technology, Nandyal commitment to supporting faculty members in their pursuit of academic and professional excellence. It aims to foster an environment conducive to research, teaching innovation, and overall faculty development. Faculty members are encouraged to make use of the financial support opportunities provided to enrich their contributions to the institution's mission and goals.

  
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