Narayana Medical College

Policy on Providing Financial Support to Teachers

1. Title

Financial Support Policy for Faculty Development and Academic Activities

2. Preamble

Narayana Medical College recognizes that teachers are the cornerstone of academic excellence. Continuous professional development through conferences, workshops, research, and training is essential for enhancing teaching quality and research output. This policy aims to provide financial assistance to faculty members for academic and professional growth in alignment with institutional goals and NAAC/NMC quality standards.

3. Objectives

- To encourage teachers to participate in conferences, seminars, workshops, and training programs at national and international levels.
- To promote research, publications, and innovation among faculty members.
- To support teachers in acquiring advanced skills and competencies in medical education and research.
- To strengthen institutional visibility and academic reputation through faculty participation and contribution.

4. Scope

This policy applies to all regular and full-time faculty members of Narayana Medical College and Hospital.

5. Types of Financial Support Provided

A. Academic and Professional Development

1. Conference and Seminar Participation

- Registration fees, travel allowance, and accommodation for presenting papers

or attending recognized academic events.

- Preference given to faculty presenting original research papers or invited as resource persons.

2. Workshops and Training Programs

- Financial support for attending national or international faculty development programs, CMEs, skill enhancement or NMC-recognized training.
- 100% support for programs organized by NMC, Government agencies, or reputed institutions.

3. Research and Publications

- Funding for research projects approved by the Institutional Ethics Committee or external funding bodies.
- Assistance with publication charges in indexed journals (Scopus, PubMed, Web of Science).

4. Membership in Professional Bodies

- Partial reimbursement of membership fees for national/international academic societies relevant to faculty specialization.

6. Eligibility Criteria

- The applicant must be a regular faculty member with a minimum of one year of service at the institution.
- The proposed activity must be relevant to the teacher's subject area or contribute to institutional development.
- Faculty should have no pending bond, disciplinary action, or incomplete previous funded activity reports.

7. Procedure for Application

1. The faculty member shall submit an application in the prescribed format to the Principal through the Head of the Department at least four weeks prior to the event.
2. The application must include:
- Details of the event/program.
- Abstract/paper acceptance (if applicable).

- Estimated expenditure and funding requested.

3. The proposal will be reviewed by the Faculty Development and Research Committee (FDRC) for approval.

4. The final sanction will be issued by the Principal/Dean based on recommendations.

8. Disbursement and Utilization

- The sanctioned amount will be reimbursed upon submission of participation certificates, bills, and a brief report of the event.
- In the case of research funding, the amount may be released in instalments based on project progress.
- Faculty must submit proof of dissemination (presentation in college, research summary, or publication copy).

9. Monitoring and Evaluation

- The IQAC and FDRC will maintain records of all financial supports granted.
- Outcomes such as research output, publications, and knowledge dissemination will be reviewed annually.
- A summary report will be included in the Annual Quality Assurance Report (AQAR).
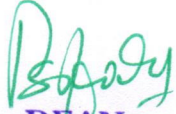
10. Policy Review

This policy shall be reviewed once every three years or as required based on institutional priorities and regulatory guidelines.

Approved by:

Principal, Narayana Medical College, Nellore

Date of Implementation: [Insert Date] 11-06-2024

Effective Period: 2025–2030

DEAN
Narayana Medical College
Chinthareddypalem, Nellore-3.