



MOHAMED SATHAK A J COLLEGE OF ENGINEERING

(Approved by AICTE, New Delhi and affiliated to Anna University, Chennai)
Siruseri IT Park, Egattur, Chennai - 603 103

POLICY DOCUMENT

POLICY TITLE

Support for the faculty to upgrade their academic Potential/Knowledge.

CONTEXT

The IQAC of the college fosters and sustains a work culture wherein the faculty are encouraged to up skill themselves and enhance their intellectual acumen. In order to streamline the requests from the faculty for financial support to attend various activities, this policy is being put in place for smooth and equitable disbursement.

POLICY STATEMENT

To encourage academic enrichment and capacity building of faculty members, MSAJCE Provides financial support and on duty leave to attend various academic activities.

POLICY PURPOSE AND OBJECTIVE

1. To enhance the academic credentials and carrier advancements all the faculty are encouraged to participate in Seminars, Workshops, Faculty development program.
2. To encourage faculty to carryout extension activities such as present their research paper in the conference, file a Patent, Copy right and Entrepreneurial trainings, consultancy and deliver lectures as resource person.
3. To motivate faculty to join Professional bodies and academic societies for their carrier upliftment.
4. To nurture in the cutting-edge technology the faculty are instructed to undergo industrial training and Skill development activities.

Eligibility

Permanent teaching staff of the college.

Major categories for providing financial support:

1. Teaching learning related activities
2. Research activities
3. Professional development activities

PRINCIPAL
MOHAMED SATHAK A.J.COLLEGE OF ENGINEERING
34, Rajiv Gandhi Road (OMR), Siruseri, IT Park
Chennai-603 103.



MOHAMED SATHAK A J COLLEGE OF ENGINEERING

(Approved by AICTE, New Delhi and affiliated to Anna University, Chennai)
Siruseri IT Park, Egattur, Chennai - 603 103

Process:

1. The faculty need to apply the request in writing to the Principal seeking permission to attend the activity.
2. The permission / approval will be granted by the principal.
3. The faculty will be eligible to avail OD for the day of activity.
4. The accounts department will pay / reimburse the expenses after verification of the documents.
5. At the end of the event the faculty should submit the report and certificate to the IQAC.

Benefits:

1. The faculty will be able to update their knowledge and academic credentials.
2. The faculty will able to discriminate the knowledge gained among the students to know the trends in the technology / Social / Industrial requirement.
3. The faculty will be able to deliver add on courses / motivate the students to participate in various competition.

PRINCIPAL
MOHAMED SATHAK A.J.COLLEGE OF ENGINEERING
34, Rajiv Gandhi Road (OMR), Siruseri, IT Park
Chennai-603 103.