



SREE CHITRA THIRUNAL COLLEGE OF ENGINEERING, TRIVANDRUM – 18  
PROCEEDINGS

SCT College of Engineering, Trivandrum – Granting financial assistance to faculty members for participation and presentation of research papers in International Conferences - Orders issued.

No.67–A2/2014/SCTE

Dated: 01.07.2014

Read: Decision No.61-05/2014 of the 61<sup>st</sup> meeting of the Board of Governors held on 22.05.2014.

**ORDER**

A proposal for granting financial assistance to faculty members for participation and presentation of research papers in International conferences conducted in foreign countries was placed before the 61<sup>st</sup> meeting of the BoG held on 22.05.2014. The Board discussed the items in details and agreed to the proposal. On the basis of the decision of the BoG, sanction is accorded for granting financial assistance and duty leave to the faculty members, subject to the following conditions.

- i. The amount towards the registration fee of the conference or Rs.25000/-, whichever is less, shall be reimbursed from the college on production of proper documents and receipt.
- ii. 'ON OTHER DUTY' leave for 5 days or exact journey days and conference days, whichever is less, shall be granted to the faculty members for participation and presentation of papers in the conference, without affecting their normal duties in the college. A copy of the paper presented in the conference will be submitted to the Principal for academic purposes.
- iii. The grant shall be given only once to a faculty member in an academic year.
- iv. Recommendation of the Research Committee constituted in the college is absolutely necessary.
- v. Details of such deputation/journey shall be submitted before the next BoG meeting.

  
Dr. Shaji Senadhipan  
PRINCIPAL

To  
Administrative Officer

- Copy to:
1. All HODs
  2. Deans
  3. Convenor, Research Committee
  4. SF
  5. OC

