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Title	Ph.D FACILITATION POLICY
Approved by	Maharani Lakshmi Ammanni College Trust (Regd.)

Ph.D. FACILITATION POLICY

INTRODUCTION:

The vision of mLAC is to empower women through education. This vision has encouraged the college leadership to provide an environment for the teaching faculty to equip themselves in meeting the changing requirements of higher education. It is mandated by the University Grants Commission that teaching faculty in higher education colleges must have a Ph.D. degree. Therefore, those who do not hold the doctoral degrees, will be required to register with a University/ Institute to meet the minimum requirements stipulated by the regulatory bodies. The Ph.D. Facilitation Policy has been framed to encourage and enable such teaching faculty to comply with the requirements of completing the Ph.D. degree within a stipulated period.

OBJECTIVES:

- To comply with the guidelines for appointment of the teaching faculty as prescribed by the regulatory bodies.
- To create a good ecosystem for the teaching faculty to acquire a doctoral degree
- To ensure that all full-time teaching faculty at mLAC are Ph. D holders
- To provide impetus for research and quality publications at mLAC

INCENTIVES TO FACILITATE COMPLETION OF Ph.D.

- Special Leave shall be granted for the days on which Ph.D. course work is scheduled
- One-month special leave shall be granted for writing the thesis
- Use of laboratory and library facilities for research work
- The department shall facilitate the work schedule of the faculty researcher

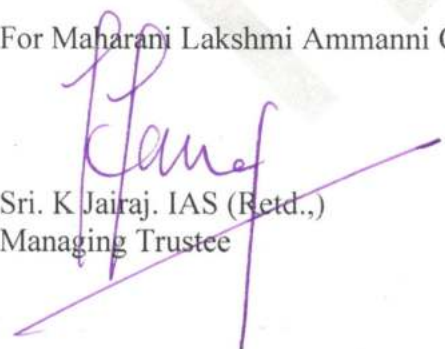
PROCEDURE FOR SEEKING FACILITATION TO UNDERTAKE Ph.D.

- Make an application to the Board of Trustees and Principal with details of University/ Institute, proposed area of research, research guide and course work schedule (if available)
- A committee comprising one of the Trustees, Principal and HoD of the relevant department shall be constituted to scan the application and the documents such as a copy of the letter/ notification from Chairperson/Registrar of the University/Institute where the concerned faculty wishes to register for the Ph.D degree
- The application shall be approved by the committee if it is satisfied that the faculty researcher is proposing to pursue the Ph.D. degree with great earnest and academic intent.
- A No Objection letter shall be issued to the faculty researcher by the Principal to undertake course work, subject to fulfilment of the following conditions:
 - i. All tasks related to teaching-learning, evaluation, mentoring and documentation shall be undertaken and completed as per schedule
 - ii. Any other task/s required to be undertaken to ensure compliance with the requirements of regulatory and/or accrediting bodies shall be undertaken and completed as per schedule
 - iii. The faculty researcher shall be present for at least 4 days a week in the college premises when course work is not scheduled
 - iv. The faculty researcher shall be present on all days of the week if the University/Institute does not mandate attendance for course work
 - v. If the University/Institute requires the faculty researcher to be present for course work on all days of the week from 10am-5pm (Full-time course work) for one semester term, the faculty shall be granted leave without Pay. On completion of course work and submission of course completion certificate, the faculty researcher shall resume duty at mLAC with seniority ensured.

NOTE:

The faculty who avails the benefits granted by mLAC for pursuing Ph.D. shall continue to serve the college for a minimum period of three years after obtaining the Ph.D. Degree.

For Maharani Lakshmi Ammanni College Trust (Regd.)


Sri. K. Jairaj. IAS (Retd.,)
Managing Trustee