



**8.5 TEACHER MOTIVATION:**

**8.5.1. Participation in Seminar /Conference /Workshop:**

- ☐ In order to motivate faculty in attending seminars / conferences / workshops organized by reputed institutions of India, the following facilities are being provided to the faculty members by the college to actively participate in seminars / conferences / workshops, organized by approved organizations:

Sl.No.	Subject	Professor & Associate Professor	Asst. Professor	Lecturers
A	Registration fee to participate in seminars / conferences / workshops <b>(Amount beyond this limit shall be borne by the faculty member concerned.)</b>	Up to Rs. 3,000/-	Up to Rs. 2,000/-	Up to Rs. 1,000/-
B	Only one seminar / conference / workshop per calendar year allowed for Lecturers / Asst. Professors			
C	Two seminars / conferences / workshops either National or International held in India are allowed to Professors & Associate Professor.			
D	TA & DA for the above purpose shall be paid.			

☐ **Post-Visit Presentation in Department**

- ☐ Immediately on return of a faculty member to GIET University Campus after participating in Seminar / Conference / workshop, the department concerned must arrange a presentation of the said teacher to the departmental faculty members.
- ☐ Other departmental faculty members who are interested may be invited to attend the same.

**8.5.2. Incentive to Teachers for Publication of Papers (in journals) / books.**

- ☐ In order to encourage teachers for undertaking and promoting research work at GIET University, Gunupur, the authority has decided to award some incentive for their good research work. Papers published by the faculties are categorized in the following manner:

- ☐ **Category A—Journals with impact factor more than or equal to 2**
- ☐ **Category B—Journals with impact factor less than 2.**

- ☐ If the publication is made by faculties in the journal of the ranking of category A, they will be eligible to receive an **award of Rs. 5000/-**. Award of teachers will be **Rs. 2000 if the impact factor of journals falls in category B.**



- ❑ However, papers published from Ph.D/M.Tech thesis after the award of the degree will not be considered for any financial award by the institute, since one time incentive is given after obtaining Ph.D. degree.

### **8.6 Training program for Technical / Support staff**

- ❑ A Technical / support staff shall be encouraged for up gradation of technical and non-technical skills for the purpose the University is organizing in campus training programs for the Technical / support and also encourage the training / orientation programs conducted by other agencies.

### **8.7 Transport**

- ❑ An Employee can freely avail himself/herself of the staff buses provided for conveyance of the staff members.
- ❑ If an employee wishes to have his own conveyance (for which no allowance is admissible), then he/she should follow the following instructions:
  - ❑ Wear ISI certified crash helmet for two wheelers (both rider and pillion rider)
  - ❑ Use seatbelt for four wheelers
  - ❑ Always keep DL, Insurance, and other documents related to your vehicle.

### **8.8 Medical:**

- ❑ The institute has a health club which can be availed of by all the employees between 6 PM to 7 PM every day.
- ❑ An Employee can consult the institute doctors (both homeopathic and allopathic) free of cost.
- ❑ Interest free loan for medical treatment is allowed.

### **8.9 Faculty Club**

- ❑ There is a faculty club meant for all members of the faculty. A get-together is arranged on the last day of every month where all the members should actively participate to greet employees on birth anniversary / marriage anniversary. Each faculty member has to make a nominal monthly financial contribution to the club.

### **8.10 Recreation:**

- ❑ The national standard swimming pool can be used only on holidays by the faculty members as per the following schedule:
  - ❑ 6:30 AM to 8:00 AM—Ladies
  - ❑ 8:30 AM to 10:30 AM—Gents



### **8.11 Yoga**

- ☐ In order to keep the employees and students mentally and physically fit, the institute provides regular yoga and meditation classes in the campus and hostels by qualified and well-trained yoga instructors.

### **8.12 LIBRARY FACILITY:**

- ☐ The maximum number of books issued to a teacher is 10(Ten). It can be extended with due permission from the Registrar.
- ☐ The faculty reading room is in the Reference Section of the Library and is open round-the-clock.
- ☐ A teacher can be issued a book on fiction, non- fiction and other literature from different fields for a maximum of 3 (three) days.
- ☐ The library provides reprographic, spiral and lamination facilities to the faculty at an affordable price.
- ☐ Through the digital library, the faculty members can have access to different online magazines, journals and books.
- ☐ The library subscribes to a substantial number of national and international journals pertaining to different branches. It helps the faculty members towards paper publication and carrying out research and development activities.
- ☐ Every teacher should spend a minimum of 5 hours a week in the library. He/she should sign and date in the register maintained for the purpose.

### **8.13 INTERNET FACILITY TO EMPLOYEES:**

- ☐ 15 systems of INTERNET LAB are reserved for employees.
- ☐ Employees can use these systems every day from 8.30 AM To 9 PM.
- ☐ All department systems are connected to network. As such all teachers can avail themselves of 24 hours Internet facility.
- ☐ 24 hours Wi-Fi Internet facilities are available to staff members residing in staff quarters on campus and hostels.
- ☐ Staff members possessing a laptop can avail themselves of Internet 24 hours through Wi-Fi facilities on GIET University campus.



## AMMENDMENTS

Clause no 8.5.1 in page 34 of the handbook is amended as under.

### 8.5.1 Participation in Seminar /Conference /Workshop:

In order to motivate faculty in attending seminars / conferences / workshops organized by reputed institutions of India like Govt. Colleges, Govt. Universities, NITs, IITs, IIITs, and other organizations (Institutions / Universities / Colleges appearing with in 100 NIRF Ranking), the following facilities are being provided to the faculty members by the college to actively participate in seminars / conferences / workshops, organized by approved organizations as OD / AL.

Sl. No.	Subject	Prof. / Asso. Prof.	Asst. Prof.	Lecturer
A	Registration fee to participate in seminars / conferences / workshops (Amount beyond this limit shall be borne by the faculty member concerned.)	Up to Rs. 5,000/-	Up to Rs. 3,000/-	Up to Rs. 2,000/-
B	Only one seminar / conference / workshop per calendar year allowed for <b>Lecturers / Asst. Professors</b>			
C	Two seminars / conferences / workshops either National or International held in India are allowed to <b>Professors. / Asso. Prof.</b>			
D	TA & DA as per existing rules shall continue to be paid, if not paid by the inviting organization.			