



UNIVERSITY OF KERALA

Thiruvananthapuram, Kerala, India – 695034

(Established as University of Travancore by the Travancore University Act in 1937 and reconstituted as University of Kerala by the University Act of 1957 and presently governed by the Kerala University Act of 1974 passed by the Kerala State Legislative Assembly)
"Re-accredited by NAAC with 'A' Grade"

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No.0151/17.1/PLC

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CIRCULAR

Sub:University of Kerala-Faculty Development Programme (FDP) of the UGC-Adherence to Procedure followed in respect of the Teacher Fellows' Induction, Continuance in the Extended Period, Relieving on completion of Tenure, Reporting of at University Departments/Centres at the University and Relieving midway from University Library/Departments/Centres at the University due to re-allocation -reg.

Teachers, of the colleges affiliated under 2(f) & 12 B of UGC Act 1956, awarded with the UGC's Faculty Development Programme (FDP) to pursue M.Phil./complete Ph.D. on full time basis, consequent to the permission granted by the University of Kerala, joins the respective Research Centres-at the teaching departments of the University, its Campus Library at Karyavattom, the Kerala University Library and Research Centre, Palayam or at some of its Centres.

In order for the continuance in the extended duration of research and for relieving after the completion of the tenure period,sanction of permission again is mandated.

However of late it has been noticed that there has been a laxity in observing the procedures from a few of the Heads of the Departments/Research Centres despite routine briefs.

The *Pro Vice-Chancellor*,University of Kerala has therefore directed to instruct the HoDs'/Librarians in the University,to strictly adhere to the procedure.

In this connection,all the Heads of the Departments/University Centres/Library concerned, are hereby apprised to take greater care in permitting teacher fellows **continue** their research beyond the initial permitted period and to direct them in time to apply for prior **permission** of the University and also in the case of **relieving** from the programme on the completion of tenure.

If ever, midway on the basis of **re-allocation** to new research centre and with supervising teachers to regular faculty,the **reporting** of the research scholars at their new centre of research, whether at the University Departments/Centres or vice-versa(*after relieving from the University Departments/Library/Centre*),as the case be,ought to be carried out only after obtaining authorization, based on the relevant U.O. issued and with due recommendation,from the competent authority at the University.

The matter is informed for compliance.

(Dr.K.Madhukumar)

Controller of Examinations ,i/c.of the Registrar

To:

- 01.The Convener,Standing Committee of the Syndicate on 'Academics and Research' for information.
- 02.The Principals of Arts & Science colleges under 2(D) & 12(B) of UGC Act.
- 03.The Heads of all Teaching Departments of the University /Heads,University Centres concerned
- 04.The University Librarian i/c.(KULRC,Palayam)/Deputy Librarian,Campus Library,Karyavattom Campus.
- 05.The Joint Secretary,University Grants Commission(SWRO),Bengaluru-9, with C/L.
- 06.The Education Officer,University Grants Commission(SWRO),Bengaluru-9,with C/L.
- 07.The Secretary,Department of Higher Education,Government of Kerala,Thiruvananthapuram -1 with C/L.
- 08.The Director,Directorate of Collegiate Education,Government of Kerala,Thiruvananthapuram -33, with C/L.
- 09.The Registrar,M/s.KSHEC,Thiruvananthapuram -33 with C/L.
- 10.The UGC Special Officer,Directorate of Collegiate Education ,Thiruvananthapuram -33 . with C/L.
- 11.The Deputy Director(Web & Media Relations),I&PRD.Government of Kerala,Thiruvananthapuram -1 for arranging web publicity,with C/L.
- 12.PS to the Vice-Chancellor/Pro Vice-Chancellor
- 13.PA to Registrar/CE/FO/DP&D/CDC wing/Ph.D Sections.
- 14.JR-(Administration)/JR-(Academic)/JR-(Campus Administration)
- 15.The Public Relations Officer i/c.- for arranging press release & web posting /Reception Officer
- 16.The Director,Research,University of Kerala for information.
- 17.The Director,Kerala University Computer Centre-for arranging posting of content at the Research Portal
- 18.The Director,Internal Quality Assurance Cell,University of Kerala for information.
- 19.For the Department/University Centre/University Library-Palayam/Campus Library,Karyavattom-Notice Boards
- 20.FC/OCSF

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