



APJ ABDUL KALAM TECHNOLOGICAL UNIVERSITY

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APJ Abdul Kalam Technological University Thiruvananthapuram

PROCEEDINGS

Proposals of Faculty Development Programme-selected reg:

ACADEMIC SECTION

PROCEEDINGS NO : Thiruvananthapuram, Dated: 16.04.2019
KTU/JD(ACADEMICS)/2223/2019

Read:- 1. Notification dated 12/12/2018.

2. Minutes of the Scrutiny committee meeting held on 02/04/2019

ORDER

Proposals were invited for conducting Faculty Development Programme from Institutions /Professional bodies / Training agencies as per ref 1 cited above.

A committee was constituted for scrutinizing the proposals. Considering the recommendations of the committee, sanction is accorded by Hon. Vice - Chancellor for conducting Faculty Development Programme as detailed below.(List attached)

The colleges shall engage the classes by the expert faculty listed in the proposal.

After the completion of the programme the respective course coordinators are required to submit the report of the programme as mentioned in the guidelines. They are also directed to submit original bills of all transactions (with Spiral binding) made during the programme including honorarium, TA, refreshments, reading materials etc. attested by Head of Institution and statement of accounts audited by Chartered Accountant .

Sd/-

Dr. J. SREEKUMAR *
Dean (Academic)

To

1. The Principals concerned.

2. The Finance Officer

Copy

to 1. VC/ PVC/ Registrar/ Dean Academics/
Dean Research

