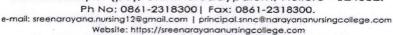
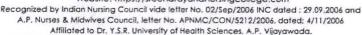


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Instructions for Faculty Members at Sree Narayana Nursing College Who Are Pursuing Part-Time Ph.D Program or Other Courses at External Colleges While Continuing Their Job

- > Obtain Prior Approval: Faculty must seek written approval from the college management before enrolling in an external course or part-time Ph.D.
- Ensure Compliance with Policies: All external educational pursuits must comply with Sree Narayana Nursing College policies regarding faculty development and higher studies.
- > Work-Study Balance: Faculty members are expected to balance their teaching and administrative duties with their academic work, without compromising on either.
- Maintain Attendance: Faculty members must maintain their regular attendance for classes and administrative duties. Adjustments to attendance should be approved by the administration.
- > Study Leave: Faculty may apply for study leave for critical phases of their PhD (e.g., field research, exams, or dissertation work), subject to college approval.
- > Official Reporting: Regular reports on progress in their PhD or external course should be submitted to the college's administrative office.
- > Adjusting Workload: Faculty members can request a reduction in workload or modified schedules to accommodate academic commitments at the external institution.

> Collaboration and Transparency: Faculty must disclose and seek permission for any research collaborations or institutional affiliations tied

heir PhD or external coursework.

Principal

SREE NARAYANA NURSING COLLEGE Chinthareddypalem, **NELLORE-524 002**

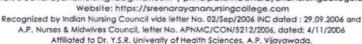
SREE NARAYANA NURSING COLLEGE



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e-mail: sreenarayana.nursing12@gmail.com | principal.snnc@narayananursingcollege.com Website: https://sreenarayananursingcollege.com



- ➤ Research Ethics: Ensure ethical research practices, especially when involving the institution's students, data, or resources for research activities.
- ➤ Use of College Resources: Faculty pursuing higher education at external institutions are encouraged to utilize Sree Narayana's resources, such as the library, labs, and academic support.
- Publication and Institutional Affiliation: Research publications derived from PhD studies should properly acknowledge both Sree Narayana Nursing College and the external institution.
- ➤ Teaching Quality Assurance: Faculty should ensure that their teaching standards remain high, despite additional educational commitments. Regular evaluations and student feedback should be encouraged.
- ➤ Course-related Absences: Faculty must formally apply for leave or adjust their schedules when attending external seminars, workshops, or exams related to their course.
- ▶ Professional Conduct: Faculty members are expected to maintain professional conduct both within the college and at the external institution they are enrolled in.
- ➤ Collaboration with College: Any research or professional activities as part of the PhD or course that could benefit the college should be communicated to management for possible collaboration.
- ➤ Financial Responsibility: All expenses related to external courses or PhD programs should be borne by the faculty unless the college provides specific funding or scholarships.

Funding and Scholarships: If receiving any external funding or scholarships for PhD research, it must be disclosed to the college for transparency and potential institutional support.

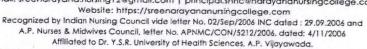
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- Course Progression Updates: Faculty members should update the college on significant milestones, such as the completion of coursework, passing of qualifying exams, or dissertation submissions.
- ➤ Institutional Representation: While pursuing external education, faculty should represent the college professionally and ensure that their academic conduct reflects positively on Sree Narayana Nursing College.
- Exit and Re-entry: For long-term study leave, faculty should follow the appropriate exit protocol and ensure a smooth transition when re-entering the institution after completing their PhD or course.



PRINCIPAL
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