



SREE NARAYANA NURSING COLLEGE

Stonehousepet (po), Chinthareddypalem, Nellore - 524002.

Ph No: 0861-2318300 | Fax: 0861-2318300.

e-mail: sreenarayana.nursing12@gmail.com | principal.snn@narayanannursingcollege.com

Website: <https://sreenarayanannursingcollege.com>

Recognized by Indian Nursing Council vide letter No. 02/Sep/2006 INC dated : 29.09.2006 and
A.P. Nurses & Midwives Council, letter No. APNMC/CON/5212/2006, dated: 4/11/2006

Affiliated to Dr. Y.S.R. University of Health Sciences, A.P. Vijayawada.



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 to their PhD or external coursework.



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- **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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