



**CRITERION 6**

**Governance, Leadership and Management**

**KEY INDICATOR**

**6.3 FACULTY EMPOWERMENT STRATEGIES**

**Q<sub>i</sub>M**

**6.3.1. The Institution has a Performance Appraisal System, Promotional avenues and Effective Welfare measures for teaching and Non-Teaching Staff**

**Weblink : <https://www.ametuniv.ac.in/iqac-download-forms.html>**

**Effective Welfare measures for Teaching and Non-Teaching Staff by AMET**

The following welfare measures are available for all teaching and non-teaching **staff working in AMET (Deemed to be University)**

1. Free Transportation for Staff
2. Subsidized food
3. Refreshment
4. Uniform for Staff
5. Incentive for book publication
6. Incentive for Article Publication
7. Conference Registration Fee
8. Staff Family Tour
9. Medical Camp
10. On Duty for Research & Academic Activity
11. Provident Fund
12. Health Centre
13. Vehicle Loan
14. Over time Allowance
15. Pongal & Ayudha Pooja Gift
16. Health Insurance
17. Festival Advance
18. Education loan for Staff Pursuing Higher Studies:
19. Personal Loan:



20. Maternity Leave
21. Paternity Leave
22. Leave Facility
23. Reimbursement of membership fees of professional bodies
24. Fee concession for Staff children
25. Employment for the Wards of Deceased

### **AMET Employee Welfare Policy**

1. University has established a full time medical centre for the healthcare of Employee and students
2. The Management is keen on extending the benefits of “Employees Provident Fund” to the employees of AMET. Eligible regular employees (Teaching, Non–Teaching and Supporting) are registered under the EPF scheme.
3. As per the E.P.F. scheme, Staff has to contribute an amount of 12% of their total earnings every month. The Employer (AMET Management) in turn, shall contribute a sum of 12% of the total earnings of the employee Gratuity.
4. All Employees completing 2 years of service in our University are eligible to cover under the Group insurance scheme with applicable benefits (Accidental hospitalization for Rs.1, 00,000/- per staff; Accidental death claim for Rs.1,00,000/- per staff; Hospitalization expenses up to Rs. 25000)
5. Teaching Faculty are eligible for getting Financial Assistance to attend events for their professional developments ((National level – Max. limit: Rs. 3,000; International – Max. limit : Rs.10,000)
6. University extends financial assistance to Faculty for research publications (50% Publication cost in “Journals” from Scopus Indexed, SCI Indexed) (Max. limit –: Rs. 10,000)
7. University provides full fee waiver for Faculty who do part time PhD at AMET



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8. University provide incentives for paper publications, book publications, revenue generation through funded projects and consultancy.

9. University extends financial supports for Faculty who organize curricular, co-curricular and extracurricular events both in campus and outside the campus

10. University financially supports faculty for the development of educational materials such as E contents (video lectures, short term courses, MOOCs etc.)

11. All Teaching and Non-Teaching are eligible for applicable leave benefits as given in Table.

<b>Leave benefits to the Employee of AMET</b>	<b>Numbers of Days</b>	<b>Eligibility</b>
Casual Leave	12 days with pay	All staff
Medical Leave	15 days per year with pay	All the staff who completed probationary period
Maternity Leave	3 months with full pay (for first 2 children only)	All the staff who completed probationary period
Paternity Leave	15 days with full pay	All the staff who completed probationary period
Vacation Leave	Summer and Winter vacations as notified by the University	All Teaching Faculty (Non-teaching staff can avail vacation leave on rotational basis with prior approval from the Authorities)



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On Other Duty Leaves	As approved by the Authorities considering case by case and merit of the request	All the staff who completed probationary period
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**Major Initiatives by Staff Welfare Committee (SWC) of AMET**

The University Staff Welfare Committee Periodically organized various events for the betterment of Staff.

1. On 2-6-2017 3rd International Yoga day celebrated in the University Campus. Both faculties and students participated in the above event.
2. Staff Kabadi Tournament Organised in the University Campus on 13.1.2020. Totally 7 teams are participated.
3. The University Staff donated their one day salary to Kerala Flood Relief.
4. On 22-3-2019 in association with Apollo Hospital Organized one day medical camp in the University Campus.
5. 6-10-2015 in association with Mugavari Vision Care Centre Organised one day Refractive Error Screening Camp organised the University Campus.
6. Every year the SWC organized Staff Family tour for 3 days.
7. On 25.2.2017 organised seminar on **Parental Care against Sexual Molestation in Janakiraman Auditorium**. Mrs.V.Vanitha, I.P.S, Dr.Vasantha Jayaraman, Psychiatrist and Mr.Jaya Singh Manoharan, Lawyer-Madras High Court delivered motivational session on this occasion.
8. In association with Indian Post, Anna Road Head Post Office, Chennai headed by Mr.V.Kanagarajan, Chief Post Master gave an awareness lecture the University staff about Postal Savings Schemes like Savings Account, Public



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Provident Fund, Sukenya Samriddhi Account, Postal Recurring Deposit, Term Deposit for 1 year to 5 years, National Savins Bond, Senior Citizenship Savings Scheme, Post office Insurance Scheme and Adhaar Corrections / Updation.

9. In association with Chettinad Super Speciality Hospital, Chennai organized Cardio Camp on 27.5.2019 in the University Campus.
10. On 1.4.2017 Organized one day programme for University Staff in the name of AWAY DAY at Sea Breeze Beach Resort, Mahabalipuram from 9.30am to 4.30 pm. The team from “THE MADRAS MARKET MEDIA AND ENTERTAINMENT”, the professional person named Mr. Karthick who lead the show. The members from the management was represented by Pro-Chancellor, Mr. Rajesh Ramachandran, AMET Trustee Mr. S. Karikalan, Admin.Director Mrs. Sangeetha Albin and Project Director Mr. Karthick were included in the teams. From AMET University Vice-Chancellor Col. Dr. G. Thiruvassagam, Registrar Dr. P. Saravanan, Faculties and Non-Teaching Staff Members formed the groups.
11. AMET University Staff Welfare Committee organized a workshop on 6<sup>th</sup> April 2017 which was inaugurated by Mr.Rajesh Ramachandran Pro-Chancellor. The topic of discussion was “Healthy Life Style and Food Habits”. Mr.Rajamani Venugopal addressed the topic “Zero Budget Natural Farming” followed by Dr.Yuva Barath on the topic “Food is the cause and Food is the Cure” and finally “Natural Healing Treatment” was presented by Dr.Mohamed Ziya.