

## Ordinance No.X.

### Ordinance relating to the Empanelment of Adjunct Faculty and appointment of Consultants (Approved by the 22<sup>nd</sup> meeting of the Executive Council held on 24/07/2015)

#### **1. Empanelment of Adjunct Faculty**

1. (a) The University may appoint Adjunct Faculty to attend the following objectives:

- (i) To develop a useful and viable collaboration between institutions and industry and enhancing quality of education and skills by involvement of academicians, scholars, practitioners, policymakers and skilled professionals in teaching, training, research and related services on regular basis;
- (ii) To attract distinguished individuals who have excelled in their field of specialization like science and technology, industry, commerce, social research, media, literature, fine arts, civil services and public life into the academic arena, to enrich the overall learning processes by bringing external perspectives to regular teaching. Such interactions are expected to foster trans-disciplinary approach and synergize the outside 'real world' experience with the inside intellectual pursuits in the university;
- (iii) To promote the interaction of skilled professionals with the learners and facilitate the imparting of industry relevant standards in skills, acceptable nationally, which could fulfill the need for skilled workforce and also to undertake R&D in the areas related to skill education & development, entrepreneurship and employability *etc*;
- (iv) To enable higher educational institutions to access the eminent teachers and researchers who have completed their formal association with the university/college, to participate in teaching, to collaborate and to stimulate research activities for quality research at M. Phil and Ph. D. levels; and to play mentoring and inspirational role;
- (v) To recognize the skills of professionals in their respective areas of excellence irrespective of their academic qualifications to impart training to the learners of skill based vocational courses in Universities and Colleges.

#### **1 (b) Target Groups:**

Professionals, experts, officials and managers having experience of working in:

- (i) Teaching and research organizations supported by bodies like ICAR, ICSSR, CSIR, ICMR, DRDO, Central and State Universities, *etc*.
- (ii) Central and state public sector undertakings (PSUs), business corporations, NGOs and professional associations.
- (iii) Civil servants (IAS / IPS / officials from Central and Provincial Services) and professionals & officials from professional councils and statutory bodies like UGC and AICTE, both serving and retired;

- (iv) Skill training providers recognized by National Skills Development Corporation and / or Sector Skill Councils in their respective area for skills education and training;
- (v) NRIs and PIOs working with overseas academic, research and business organizations or having a demonstrated interest in Indian issues.
- (vi) Skilled professionals working in organized and unorganized sectors known for their hands-on skilling techniques and expertise.

### 1. (c) Engagement Modalities:

#### (i) Qualifications:

Candidate for adjunct faculty should satisfy the following norms:-

- **For Conventional Higher Education Courses:**

--Should have the minimum qualifications as prescribed in the regulations framed by UGC / respective statutory councils from time to time. **OR**

--A person of eminence with or without a postgraduate or Ph.D. qualifications.

- **For Skill based Courses:**

- i) Should be an accomplished professional / expert in his chosen field of discipline and may not necessarily possess qualifications prescribed under UGC regulations. **OR** ii) Should be a certified professional, for teaching and training on National Occupational Standards under NSQF, by the Sector Skills Council for teaching respective trade / job role.

They are also expected to have an understanding of industry requirements, National Occupational Standards (NOSs) and Assessment & Certification for skills.

In addition to the above, it is expected that the adjunct faculty in both the above streams would be an accomplished scholar in his area of specialization and his association would add value to the academic programmes he is associated with.

#### (ii) Selection Criteria:

Adjunct Faculty will be appointed by the competent authority based on the recommendation of the Selection Committee comprising of the following.

- Head of the Institution or his nominee (Chair).
- Head of the concerned Department.
- Dean (Academic / Research) in case of university / senior most faculty in case of college.
- Atleast One External Expert (Nominated by head of the institution).

**OR**

Representative of Sector Skill Council / Industry Associations (for skill based courses).

- Registrar / Vice-Principal / Bursar or equivalent person (Convener).

If the Selection committee recommends the case, the same would be forwarded to the competent authority for consideration and necessary approval. The strength of Adjunct faculty may not exceed 25 % the sanctioned strength of faculty at any time.

## 1. (d) Roles and Responsibilities:

The empanelled adjunct faculty is expected to undertake following assignments:

### (i) Teaching:

- **Conventional Higher Education Courses:** Adjunct faculty will be expected to teach courses directly related to his specific expertise and professional experience or the areas of his specialization. He may also contribute to the institution's activities like counselling of students, developing new course(s) and pedagogical improvements.
- **Skill based Vocational Courses:** The core courses pertaining to specialized skills / trades may be imparted by the adjunct faculty from industry, Sector Skill Councils approved trainers or other persons with appropriate skill proficiency. Such faculty, imparting education and training to learners in skill based courses, should have relevant NSQF qualifications, preferably certified by the relevant Sector Skill Council.
- **Research Courses:** Adjunct faculty may also be involved in the M.Phil. / Ph.D. coursework based on his professional and research proficiency adjudged by the concerned institution.

(ii) **Training:** Adjunct faculty will be expected to facilitate the setting of workshops and labs, providing hands on training in the relevant domain areas, development of soft skills, and focus on ensuring competency based learning outcomes among students.

(iii) **Research:** Adjunct faculty is expected to interact with and supervise the research students in the area of his specialization or professional proficiency. However, there should be preferably one core faculty member associated as Supervisor / Cosupervisor for smooth induction and coordination of academic procedures. The adjunct faculty may lack a traditional academic background in such case, they are not expected to contribute to the institution's research and creative mission by participating in traditional scholarly activities (*i.e.* they are not expected to conduct independent research and/or publish in peer-reviewed journals). Instead, he may participate by advising faculty on their research projects, serving as a liaison between the institutions and industry or government entities to identify research and/or funding opportunities or by working with faculty to identify research projects that would benefit private industry and/or government entities.

- (iv) **Services:** Adjunct faculty is also expected to actively participate in service-related activities, such as sitting on departmental committees, serving as advisors to faculty and/or undergraduate and post graduate students, helping students network, and active collaboration with the industry / employer providing internship and job opportunities.

**1. (e) Costs and Honorarium :**

- (i) Adjunct faculty will be provided travel cost, as per entitlement, from his/her institution/place of stay and back, maximum six (06) times per academic year. No reimbursement for hiring accommodation will be permissible. However, she/he will be provided free lodging and boarding in the Guest House.
- (ii) She/he will be provided an honorarium of Rs. 1000/- (Rs. One Thousand Only) per lecture to a maximum of Rs. 4000/- (Rs. Four Thousand Only) per day of service subject to a maximum ceiling of Rs. 80,000/- (Rs. Eighty Thousand Only) per month. The Adjunct Faculty will work at the host institution for a minimum of 02 days per visit.

**1. (f) Monitoring :**

At the end of assignment, every Adjunct Faculty will submit a 'performance report' to the host University / College with a copy to the University Grants Commission. The performance report, may be considered for his continuation / renewal of next tenure.

**2. Appointment of Consultants:**

Consultant will be appointed through the Selection Committee as per provision in clause 4.1 & 4.2 of above guidelines.

The honorarium & other terms and conditions of appointment will be as decided by the Executive Council.

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