

AMITY UNIVERSITY HARYANA

Policy on Appointment of Adjunct, Emeritus & Honorary Faculty & Chair-Professors

Title:	AUH Policy on Adjunct, Emeritus & Honorary faculty and Chair-Professors
Effective Date:	January 2011
Review date:	January 2019
Issuing Authority:	Pro Vice Chancellor & Dean Academics
Responsible Officer(s):	Registrar, AUH
Purpose of this Policy:	The purpose of this policy is to establish consistent guidelines for Appointment of Adjunct, Emeritus & Honorary faculty as well as Chair-Professors in the University.

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1. Introduction:

To encourage interdisciplinary collaboration in research & development, Adjunct/Emeritus/Honorary faculty members are appointed in AUH, as it is now imperative that the thrust in higher education has been on improving the employability prospects of all our graduates and post-graduates which is why AUH involves experts, professionals and researchers from diverse fields to contribute to the emerging needs of various courses and Programmes on offer here. These professionals and specialized faculty or scholars from other Universities, reputed research institutes, business organizations and Public Sector Undertakings are invited to join AUH as either Adjunct Faculty members, or as Emeritus and Honorary Professors, depending upon their background and rank in their respective fields and institutions.

The massive expansion visible in higher education requires not only diversity of Programmes on offer, but also augmentation of faculty resources by utilizing the services of superannuated academics, reputed scientists, engineers, physicians, advocates, artists, civil servants including skilled professionals, both serving and retired. It is also essential that such faculty – who could join as Adjunct, Emeritus or Honorary faculty, or even as full-time Chair-Professors are hired by following the same rigorous procedure as adopted for full-time faculty appointments. AUH also makes this transparent in the process of hiring such faculty in its institutions. Such interactions with Adjunct/Emeritus/Honorary faculty are expected to foster trans-disciplinary approach and synergize the outside ‘real world’ experience, facilitate the imparting of industry relevant standards in skills, acceptable nationally and internationally, which could fulfill the need for skilled workforce and also to undertake R&D in the areas related to skill education and development, and also in entrepreneurship.

The engagement of Emeritus/Honorary Professors would 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.

It has to be remembered that an adjunct appointee is a person who is employed elsewhere and is engaged to perform a specified range of academic duties with guidance from members of the permanent academic staff. An Honorary appointee generally refers to someone who is not a member of staff, but who has been a distinguished teacher and/or researcher who has had a similar academic status as usually a Retiree. There could also be a fixed-term Visiting Professor as an appointee, engaged due to his/her academic and/or professional contribution to the discipline for a fixed term. Such appointees are not permanent substantive appointees within the University but make a contribution to the academic activities of the Institutes/Schools/Departments/Centres.

2. Eligibility:

Candidate for Adjunct/Emeritus/Honorary faculty could be from the teaching and research organizations supported by bodies like ICAR, ICSSR, CSIR, ICMR, DRDO, Central and State Universities, OR from Central and state public sector undertakings (PSUs), business corporations, NGOs and professional associations, OR they could also be Civil servants (IAS / IPS / officials from Central and Provincial Services) and professionals & officials from professional councils and statutory bodies like UGC and AICTE, etc. They should satisfy the following norms:-

a) For Conventional Higher Education Courses:

- i) Should have the minimum qualifications as prescribed in the regulations framed by UGC / AICTE and other regulatory bodies and respective statutory councils from time to time, OR
- ii) A person of eminence in the field with or without a postgraduate or Ph.D. qualifications.

While making these appointments, or while recommending them at the level of AUH Schools and Institutes, it has to be seen that such invitees should be 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.

b) 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/emergitus/honorary faculty in both these streams would be an accomplished scholar in his area of specialization and his association would add value to the academic Programmes she/he is associated with. Such appointments will normally only be made where it has not been possible to attract suitably qualified staff to fill a vacancy and existing staff or Honorary staff cannot undertake the work. The conferment of an appropriate honorary title will bring honour both to the teachers and/or researchers and to the University. It is expected that honorary appointees will publish their collaborative research in

the name of the University.

As for 'Honorary Faculty' there could be several titles on offer which may include: • Honorary Professor • Honorary Associate Professor • Honorary Senior Lecturer • Honorary Lecturer • Honorary Research Fellow • Honorary Clinical Associate • Honorary Clinical Fellow, etc.

3. Procedure for appointment of Adjunct/Emeritus/Honorary Faculty:

i) Adjunct Faculty/Emeritus Faculty/Honorary Faculty should be an eminent scholar whose bio-data should be submitted along with the letter of recommendation from HOI for approval of Hon'ble VC through the Pro-VC.

ii) University may have up to 15 such faculty members selected through a proper procedure.

There may not be more than Three to Four adjunct faculties at any given point of time on campus.

4. Selection Criteria:

An Adjunct/Emeritus Faculty will be appointed by the competent authority based on the recommendation of a Committee. Period of empanelment will vary from 06 months to 03 years as decided by the Institution on mutually agreed terms and conditions. It is expected that any application for adjunct faculty is first discussed at the department level. The department may forward the application with comments specifying the suitability of such candidate(s) in the department / institution level academic activities. If the department recommends a case for adjunct faculty, the same should be examined by a Committee comprising of following:

- i) Dean of the Faculty or Director of the Institute or his/her nominee (Chair),
- ii) Head of the concerned Department,
- iii) Nominee of the Dean (Academic / Research) Or, the senior most faculty in the field,
- iv) One External Expert (Nominated by head of the institution), and
- v) Registrar / Director, HR or equivalent person (as the Convener).

If the 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 of the School/Institute at any time.

5. Honorarium:

They may be offered honorarium varying from Rs. 2000 to Rs. 4000/- per teaching session of two classes (90 minutes duration) and subject to a maximum ceiling of Rs. 30,000/ Rs. 50,000 per month.

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.

6. Adjunct Faculty - Entitlements:

6.1 The University may provide Boarding facility to the adjunct faculty member in the campus. No reimbursement for hiring accommodation outside will be permissible. However, she/he could be provided free lodging in the Guest House. However, Mess charges are proposed to be borne by the concerned adjunct faculty member.

6.2 AUH will provide an Office Sitting Space, where the concerned scholar/faculty can interact with the students as well as teaching fraternity.

7. Scholars-in-Residence/Artists-in-Residence/Writers-in-Residence/Judges-in-Residence:

7.1. The Scholars/Writer/Judges/Artists in Residence will be appointed on a tenure appointment ranging between six and twenty-four months and will be offered a consolidated remuneration of up to Rs. 80,000/- a month, and a contingency grant of Rs. 1,00,000/- per annum.

7.2 Such Scholars will be senior professionals and specialists from Research and Professional Organizations and those with PSUs and business organizations with postgraduate or doctoral qualifications and with academic & research credentials.

7.3 The Vice Chancellor/Pro Vice Chancellor, AUH after consulting the person concerned and the HoI of the concerned Institute/ School shall approve such appointment which will be placed before AUH Academic Council and BoM for approval.

7.4 Besides, AUH will provide them suitable office-space and residential accommodation.

There will not be more than 2 such members at any given time

8. Chair-Professors:

The notion of appointing a faculty as a Chair-Professor has the purpose of (a) honoring the faculty by conferring upon him/her the title of “Chair Professor”, for instance, and (b) making available to him/her a “research grant” of some significant value on behalf of the AUH, and (c) providing to him/her Secretarial help or even a small honorarium to cover additional effort required to fulfill the charter laid out in an MoU, in case the position has arisen from out of an MoU. The Chair-Professor will be like the “appointment” of a senior faculty in the AUH, usually made against one of the vacant “positions” available in the university. The appointment is usually offered to a scholar of rare distinction by the authorities of AUH. Such initiation could come from the Vice Chancellor or Pro Vice Chancellor, with the approval of the Chancellor, AUH. The salary or compensation on offer or the tenure may vary from person to person, and will be fixed by the Board of Management.

9.0 Roles and Responsibilities:

The empanelled Adjunct/Emeritus/Honorary faculty is expected to undertake following assignments:

9.1. Teaching:

i) 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 counseling of students, developing new course(s) and pedagogical improvements.

ii) 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.

iii) 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.

9.2 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.

9.3 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 / Co-supervisor 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.

9.4 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.