

Annexure 13

GUIDELINES FOR APPOINTMENT OF ADJUNCT FACULTY/ RESOURCE PERSONS FROM INDUSTRY IN AICTE APPROVED TECHNICAL INSTITUTIONS

- 1 **INTRODUCTION:** The AICTE Approval Process Handbook 2018-19 in Appendix 7 “Norms for Faculty requirements and Cadre Ratio for Technical Institution” has specified that a minimum of 80% should be Regular/ Full Time Faculty and the remaining shall be Adjunct Faculty/ Resource persons from Industry.
- 2 **OBJECTIVE:** The key objective of these guidelines is to develop a useful and viable collaboration between the educational Institutions and Industry. The guidelines seek to enhance quality of education and skills by involvement of academicians, scholars, practitioners, policymakers in teaching, training, research, and related services on a regular basis and to attract distinguished individuals who have excelled in their field of specialization.
- 3 **DEFINITION:** Adjunct Faculty is hired by an Institution to teach but is not full member of the Faculty. Adjunct Faculty is a Part Time or contingent instructor. There are academicians, professionals whose primary employment activity is outside the Institution and who are not interested in seeking fulltime appointment with the Institution, but can contribute to teaching in the Technical Institutions/ academic Programmes. The Adjunct Faculty should be an eminent Professional/ Scientist/ Engineer having recognition at national/ international level and having outstanding published work.
- 4 **QUALIFICATIONS AND EXPERIENCE:** An Adjunct Faculty/ Resource person should be a Faculty retired from Technical Institution or a person of eminence, with or without a Post Graduate or Ph.D. qualifications having 10 to 15 years of experience from Industry/ Organization. There shall be no upper age limit for Adjunct Faculty/ Resource Person as long as he/she add value to the education and academic activities of the Institution. He/ She shall satisfy the following norms:
 - Teaching and research Organizations of State/ Central government Institutions/ Universities
 - Central and State Public Sector Undertakings (PSUs)
 - Reputed Industries
 - Civil servants (IAS/ IPS/ Officials from Central and Provincial Services) and Professionals and Officials from professional Councils
 - NRIs and PIOs working with reputed overseas academic, research and industrial Organizations or having a demonstrated interest in Indian issues.
- 5 **LIMITATION:** Following are the restrictions for engaging the Adjunct Faculty.

In an Academic Year, an Adjunct Faculty can work in 4 Institutions (maximum). The weightage of the Adjunct Faculty in each Institution shall be in proportion to the number of Institutions he/ she is working in. For example, if an Adjunct Faculty is working in 4 Institutions simultaneously, his/ her weightage in each Institution shall be 25% and if in three Institutions simultaneously, then 33% and so on.

At the time of engagement as Adjunct Faculty in any of the Institution, the resource person has to submit a declaration on the number of Institutions he/ she has been appointed as Adjunct Faculty in the current Academic Year.

Any resource person receiving grant under “Adjunct Faculty Scheme” from AICTE cannot work as Adjunct Faculty in other Institutions.
- 6 **STRENGTH OF ADJUNCT FACULTY:** The strength shall not exceed 20% of the sanctioned strength of Faculty at any time. Adjunct as well as resource person from Industry shall not be taken into account while calculating Cadre ratio (the cadre ratio should be calculated for the 80% Faculty only)
- 7 **FUNCTIONS:** Functions of Adjunct Faculty/ Resource person from Industry are:

Teaching Technical Course(s): Adjunct Faculty shall be expected to teach Course(s) directly related to his/ her specific expertise and professional experience or the areas of his/ her specialization. He/ She shall also contribute to the Institution's activities like counselling of students, developing new Course(s) and pedagogical improvements.

Participation in service-related activities: 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.

- 8 TA/ DA AND HONORARIUM: The Adjunct Faculty shall work at the host Institution for a minimum of 02 days per visit. TA/ DA, Honorarium and other facilities provided to Adjunct Faculty, as per UGC guidelines, shall be:

Travel cost, as per entitlement, from place of stay to Institution and back, maximum 6 times per Academic Year. No accommodation would be permissible, however, free lodging and boarding in the guesthouse.

An honorarium of ₹1000/- only (Rupees One Thousand Only) per lecture up to a maximum of ₹4000/- (Rupees Four Thousand only) per day of service, subject to a maximum ceiling of ₹80000/- (Rupees Eighty Thousand only) per month.

Other facilities such as Office Room, Secretarial Services, depending on their involvement in academic activities, can be considered.

- 9 APPOINTMENT: Their appointment shall be done by a Competent Authority, based on the recommendations of a Committee. The period of their empanelment shall vary between six months to three years.
- 10 MONITORING: The performance of every Adjunct Faculty shall be monitored at the end of assignment based on the "Performance Report" submitted to the host Institution for continuation/ renewal of tenure.