



UTKAL UNIVERSITY
Vani Vihar, Bhubaneswar - 751004

Guidelines for Empanelment of Guest Faculty for Utkal University

1. PREAMBLE

Due to the severe shortage of regular faculty in Utkal Universities, it very difficult to provide a good education to the students. Therefore, it becomes imperative to involve guest faculty from diverse fields to contribute to the emerging needs of the University.

It is also well realized that there is lot of creative talent and intellectual resources available within the country that are not formally connected to the higher education system. It is imperative that the expertise and experience of such individuals, who are outside the main stream academic system, flows into our universities. This would enhance, strengthen and improve the quality of teaching, training and research. The current massive expansion phase in higher education in Odisha and particularly in Utkal University, mandating huge programmatic diversity, also requires that faculty resources be augmented 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 is hired with the same degree of rigor as adopted for full-time faculty so that right type of candidates is identified for such assignments. It is also necessary to have uniformity and transparency in the process of hiring guest faculty in the institutions of higher education.

2. 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 Utkal University to access the eminent teachers and researchers who have completed their formal association with the university/college, and to participate in teaching.;
- 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.

3. 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) Skilled professionals working in organized and unorganized sectors known for their hands-on skilling techniques and expertise.
- vi) The superannuated teachers may also be considered for engagement as Guest Faculty subject to a maximum age limit of 70 years.

4. ENGAGEMENT MODALITIES

Qualifications:

Candidate for guest faculty should satisfy the following norms:

- i) For Conventional Higher Education Courses: The candidate should have the minimum qualifications as prescribed in the regulations framed by UGC from time to time for the post of Assistant Professor.
- ii) For Skill based Courses:
 - (1) Should be an accomplished professional / expert in her / his chosen field of discipline and may not necessarily possess qualifications prescribed under UGC regulations. OR
 - (2) 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 and Certification for skills.

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

5. SELECTION CRITERIA

Guest Faculty will be engaged by the Vice-Chancellor based on the recommendation of a Committee. Period of empanelment will vary from six months to one year as decided by the Utkal University on mutually agreed terms and conditions. It is expected that any application for guest 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 guest faculty, the same should be examined by a Committee comprising of following:

- (i) The Vice-Chancellor or her / his nominee shall be the Chairperson
- (ii) Dean of the concerned faculty, wherever applicable
- (iii) Head of the concerned Department
- (iv) One expert in the concerned subject nominated by the Vice-chancellor
- (v) An academician representing SC / ST / OBC / Minority / Women / Differently-abled categories to be nominated by the Vice-Chancellor, if any of the candidates representing these categories is the applicant and if any of the above members of the Selection Committee does not belong to that category

At least four members, including one outside subject expert shall constitute the quorum.

The guest faculty be engaged only against sanctioned post. However, for the universities where the sanctioned posts are not adequate as per the teaching working load, the number of guest faculty to be engaged can be up to 20% over and above the sanctioned posts.

6. ROLES AND RESPONSIBILITIES:

The empaneled guest faculty is expected to undertake following assignments:

a. Teaching:

i) **Conventional Higher Education Courses:** Guest faculty will be expected to teach courses directly related to her/his specific expertise and professional experience or the areas of her/his specialization. S/he may also contribute to the institution's activities like counseling of students, developing new course(s) and pedagogical improvements.

iii) **Skill based Vocational Courses:** The core courses pertaining to specialized skills / trades may be imparted by the guest 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.

b. **Training:** Guest faculty may also 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.

7. COSTS AND HONORARIUM

The honorarium for guest faculty is ₹1500 per lecture of one-hour subject to a maximum of ₹50,000 per month. The guest faculty will not be given the benefit of allowances, pension, gratuity and leave etc. as admissible to the regular teachers. They will not be treated like regular teachers for the purpose of voting rights or for becoming the members of the various statutory bodies of the university.

8. MONITORING

At the end of assignment, every guest faculty will submit a **“Performance Report”** to the Utkal University which may be considered for her/his continuation / renewal of next tenure.

Approved by the Honourable Syndicate in its meeting held on 5 July 2019 vide Item No. 4