

# JSS Academy of Higher Education & Research

(Deemed to be University)

Accredited "A+" Grade by NAAC



JSS AHER/REG/ACA/333/ADJ-9/2023-24

Date: 25.05.2023.

## CIRCULAR

Sir/Madam,

**Sub:** Implementation of "Revised Guidelines for Empanelment of Adjunct Faculty - 2023, JSS AHER" and Proformas.

**Ref:** Approval of the 67<sup>th</sup> Meeting of the Board of Management held on 26<sup>th</sup> March, 2023 of JSS AHER.

With reference to the resolution passed by the 67<sup>th</sup> Meeting of the Board of Management held on 26<sup>th</sup> March 2023 regarding revision of the Guidelines for Empanelment of Adjunct Faculty at JSS AHER, please find enclosed the "Revised Guidelines for Empanelment of Adjunct Faculty – 2023" along with the Proformas for implementation.

Yours Sincerely,

  
REGISTRAR

To,

1. The Principal, JSS Medical College, Mysuru.
2. The Principal, JSS Dental College & Hospital.
3. The Principal, JSS College of Pharmacy, Mysuru.
4. The Principal, JSS College of Pharmacy, Ooty.
5. The Head, School of Life Sciences, Mysuru & Life Sciences Departments, JSS AHER.
6. The Head, School of Life Sciences, Ooty.
7. The Coordinator, Dept. of Health System Management Studies, JSS AHER.
8. The Coordinator, Dept. of Yoga, JSS AHER.

Copy to:

1. The Pro Chancellor, JSS AHER.
2. The Vice Chancellor, JSS AHER.
3. All the Officers of JSS AHER.
4. Office Copy.

Copy submitted to:

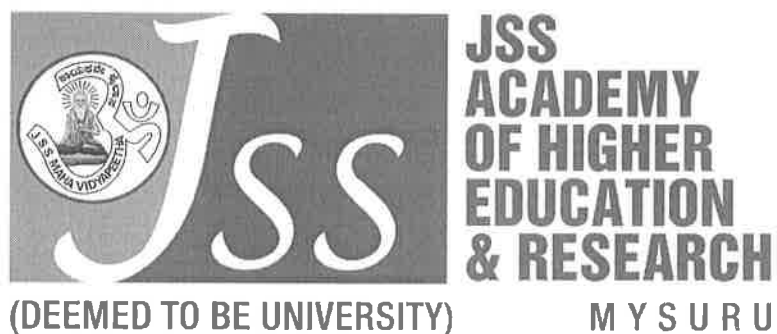
1. His Holiness Swamiji, The Chancellor, JSS Academy of Higher Education & Research and The President, JSS Mahavidyapeetha.
2. The JR Office, JSS Mahavidyapeetha, Mysuru – For kind perusal.

**Requested to  
circulate the Revised Guidelines for  
Empanelment of Adjunct Faculty –  
2023 to all their respective  
Departments for implementation.**

**Revised Guidelines for Empanelment of Adjunct Faculty**

**2023**

**JSS Academy of Higher Education & Research, Mysuru**



## **1. Preamble:**

The expectations from the higher education system have undergone a significant change over the last few years. The key thrust has been on improving the employability prospects of the graduates and also improving the quality and quantum of research. Therefore, it becomes imperative to involve experts, professionals, and researchers from diverse fields to contribute to the emerging needs of the higher education system. The Indian higher education system is poised to make itself more relevant to the needs of industry and employment opportunities keeping in mind the rapid changes in job requirements and needs of the economy.

It is well realized that there is lot of creative talent and intellectual resources available within the country and overseas, that are not formally connected to the higher education systems. It is imperative that the expertise and experience of individuals, who are outside the mainstream academic system, flows into our university with an aim to enhance, strengthen and improve the quality of teaching, training and research. The current massive expansion in higher education, mandating huge programmatic diversity, requires that faculty resources be augmented by utilizing the services of superannuated academicians, reputed scientists, engineers, physicians, advocates, artists, civil servants including skilled professionals, both serving and retired. It is also essential that such faculty is empaneled with the same degree of rigor as adopted for full-time faculty so that right type of candidates are identified for such assignments. It is also necessary to have uniformity and transparency in the process of hiring adjunct faculty in the institutions of higher education.

The purpose of engaging Adjunct Faculty is to have on the Institute's fold, a few experienced and senior faculty for the benefit of the students and faculty. Engaging experienced, senior, superannuated faculty/experts gives avenue for using their immense experience over long years of teaching and research in reputed academic institutions and research labs in India and abroad. These experts /scholars can contribute and enrich the student community's intellectual and research endeavors and international projection. They are also expected to actively participate in productive institutional activities.

## 2. Objectives:

- a) 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 in the best interest of the institution (IJSS Academy of Higher Education & Research, Mysuru.)
- b) 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 area, 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.
- c) 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...
- d) 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.
- e) 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:

- a) Teaching and research organizations supported by bodies like ICAR, ICSSR, CSIR, ICMR, DRDO, Central and State Universities etc... including foreign national professionals, experts, officials and managers from similar recognized and high ranked global organizations and Institutions.
- b) Central and state public sector undertakings (PSUs), business corporations, NGOs and professional associations.
- c) 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.
- d) Skill training providers recognized by National Skills Development Corporation and / or Sector Skill Councils in their respective area for skills education and training.
- e) NRIs working with overseas academic, research and business organizations or having a demonstrated interest in Indian issues.
- f) Industry personnel who can provide value added skill development in academics and research.

## Adjunct Faculty

### **4. Definition of the Designation**

An Adjunct Faculty is a person who is empaneled /invited by a University/Institution for teaching, research, and training and to participate in student centric services.

### **5. Eligibility:**

Candidate for adjunct faculty 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 / respective statutory councils from time to time.
- ii) Should be an accomplished professional / expert in his chosen field of discipline
- iii) Industry experts.
- iv) In addition to the above, it is expected that the adjunct faculty would be an accomplished scholar in his area of specialization and his association would add value to the academic programs he/ she is associated with.
- v) A person of distinguished and considerable R&D experience in R&D labs and renowned Industries can also be considered subject to approval by the Vice Chancellor.
- vi) Renowned experts from top 1000 Internationally ranked universities all over the globe by QS and THE; and top 100 Universities in India by NIRF.
- vii) Alumni with more than 10 years of experience in renowned industry or institution.

**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.

## **6. Selection Criteria**

Adjunct Faculty will be appointed by the competent authority based on the recommendation of a committee. The period of empanelment will be for a duration of 03 years on mutually agreed terms and conditions. The application for adjunct faculty is proposed by a department/Institution Coordinator and forwarded by the Head of the Department/ Institution.

The department may forward the application with comments specifying the suitability of the candidate(s) in the department / institution level for various academic/ research activities in the prescribed format (Annexure 1). The proposal of the adjunct faculty, will be examined by a committee comprising of following:

- i) Head of the Institution or his nominee (Chair) – Vice Chancellor.
- ii) Head of the concerned Department/ Constituent College/JSS AHER Departments and JSS AHER Schools.
- iii) Dean (Academics).
- iv) One External Expert (Nominated by head of the institution). **OR**  
Representative of Sector Skill Council / Industry Associations (for skill-based courses).
- v) One external expert from Industry.
- vi) Registrar / Vice-Principal / Bursar or equivalent person (Convener).

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

## **7. Roles and Responsibilities**

The empaneled Adjunct Faculty may contribute to one or all the following activities:

### **A. Teaching.**

- i. Adjunct faculty may teach courses directly related to his/her specific expertise and professional experience or the areas of his specialization.
- ii. He/She may also contribute to the institution's activities like counseling of students, developing new course(s) and pedagogical improvements.
- iii. 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 may impart education and training to learners in skill-based courses.

### **B. Research activities:**

- i. Adjunct faculty may also be involved in the PG/Ph.D research work based on his/her professional and research proficiency adjudged by the concerned institution.
- ii. Adjunct faculty may interact with and supervise the research students in the area of his/her 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.
- iii. The adjunct faculty may lack a traditional academic background. In such case, they are not expected to contribute to the institution's research and innovation 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/she 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.

### **C. Training:**

Adjunct faculty may 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.



#### **D. Services:**

Adjunct faculty may actively participate in service-related activities, such as nominations 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. Costs and Honorarium:**

- i. Adjunct faculty will be provided travel cost (domestic and in exceptional/case to case basis -international) as per entitlement maximum four (04) times per academic year. No reimbursement for hiring accommodation will be permissible. However, He/She will be provided with free lodging and boarding in the JSS AHER Guest House.
- ii. He /She will be provided with an honorarium of Rs. 2000/- (Rupees Two Thousand Only) per lecture (if the adjunct faculty is engaged on hourly lecture), Rs. 8000/- (Rupees Eight Thousand Only) per day of service (if the Adjunct Faculty is engaging the complete working day) and Rs. 1,00,000/- (Rupees One Lakh) per month (if the adjunct faculty is engaging multiple days in a month with minimum of thirteen (13) working days of activity). The Adjunct Faculty will work at the host institution for a minimum of 02 days per visit.

#### **9. Monitoring**

- i. At the end of the academic year (in the month of July/August) the identified coordinator from whom the Adjunct faculty proposal has been received will submit the evaluation of the activities conducted in collaboration / by the adjunct faculty in the prescribed format (Annexure -2) through the Head of the Institution.
- ii. The performance report may be considered for his/her continuation / renewal of next tenure.



**REGISTRAR**