

NATIONAL INSTITUTE OF TECHNOLOGY CALICUT

NITC/P1/428/Imple/BoG/Decision/2012


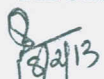
18-02-2013

PROCEEDINGS

Sub:- Remuneration for guest and visiting faculty – reg.

Ref:- BG21.12 of the 21st meeting of the BoG

The BoG in its 21st meeting has approved the revised rates of remuneration for guest and visiting faculty as recommended by the committee set up for this purpose. A copy of the recommendations of the committee (which was approved by the BoG) is attached herewith. The BoG also decided that the maximum remuneration payable to guest/ visiting faculty shall not exceed ₹.3000/- per day. Competent Authority has permitted implementation of the above decision.


REGISTRAR
 18/2/13

Encl:- Report of the Committee

Copy to:- All Deans, All Heads of Departments/ Schools/ Centre for T&P/ Sections

MINUTES OF THE MEETING
OF
THE COMMITTEE CONSTITUTED TO REVISE THE NORMS OF PAYMENT FOR
VISITING/GUEST FACULTY/EXPERT LECTURE/LECTURES IN FDPs &
CONTINUING EDUCATION PROGRAMS

Date and Time: 14th December 2012, 4 PM

Venue: Seminar Hall, Department of Civil Engineering

After detailed deliberations on the existing norms and detailed discussion on the proposals submitted by the Department of Architecture and School of Management Studies (SOMS) for different category of visiting/expert faculty, the following have been approved.

1.0 Norms for Remuneration applicable Engineering/Architecture/Science departments and for School of Management of NIT Calicut

The following are the details regarding the type of faculty to be engaged to meet the demands in Engineering/Architecture/Science departments of NIT Calicut. The definition of each of the category, the procedure for appointment and the remuneration for each of the category are given in detail.

1.0.1 Visiting Faculty

To act as a faculty for a course (either the entire course or part of) in the Curriculum where such expertise is not available in the Department.

Category A:

An expert in the subject area with a PhD/Masters Degree and an experience of more than 10 years.

Category B:

An expert in the subject area with a PhD/Masters Degree and an experience of more than 5 years but less than 10 years.

Procedure for appointment:

- Proposal supported with the detailed Bio-data to be submitted to the DCC for recommendation.
- Recommendation by the DCC to be forwarded to the Dean (Academic) for approval
- Appointment letter to be issued to the faculty by the HoD after getting approval from the Dean (Academic)
- A permanent faculty may be identified to monitor the progress of the course, evaluations and other formalities related to result publication. The final report on the course may also be given by the concerned monitoring faculty.

Remuneration: Payment on hourly basis (inclusive of TA and DA) as mentioned below be given on successful completion of the course (include all interim assessments and the final evaluation).

Category A: A pay of ₹ 1500/hour

Category B: A pay of ₹ 1000/hour

1.0.2 Expert Faculty

To provide external input from industry/research in order to supplement/enhance the classroom teaching. This may be arranged as a series of lectures spread over the semester. The number of hours engaged during one visit should not be less than three hours and the number of visits in a semester by an expert should not be more than four.

Category A:

An expert in the subject area with higher qualification and an experience of more than 10 years.

Category B:

An expert in the subject area with higher qualification and an experience of more than 5 years but less than 10 years.

Procedure for appointment:

- Proposal supported with the detailed Bio-data to be submitted to the DCC for recommendation.
- Recommendation by the DCC to be forwarded to the Dean (Academic) for approval
- Appointment letter to be issued to the faculty by the HoD after getting approval from the Dean (Academic)
- A permanent faculty may be identified for arranging the lectures.

Remuneration: A pay on hourly basis and TA and DA as per norms.

Category A: A pay of ₹ 1500/hour

Category B: A pay of ₹ 1000/hour

While paying the TA and DA, the expert under Category A may be considered to be eligible for a claim at par with that of a Professor and expert under Category B be considered as equivalent to that of Associate Professor.

1.0.3 Studio Faculty (for Architecture Department only)

To provide external input from the field of industry/research in order to supplement/enhance the classroom teaching in courses like architectural design experts may be engaged as studio faculty in addition to the permanent course faculty from the Department.

As per the Council of Architecture norms 25% of the teaching load should be given to the visiting faculty drawn from the industry/research.

Under this scheme, only those experts available locally may be engaged and their continuity in the course all through the semester be ensured.

Category A:

An expert in the subject area with higher qualification and an experience of more than 10 years.

Category B:

An expert in the subject area with higher qualification and an experience of more than 5 years but less than 10 years.

Procedure for appointment:

- Proposal supported with the detailed Bio-data to be submitted to the DCC for consideration.
- Endorsement by the DCC to be forwarded to the Dean (Academic) for approval
- Appointment letter to be issued to the faculty by the HoD after getting approval from the Dean (Academic)
- The permanent faculty coordinating the course will be monitoring and reporting at the end.

Remuneration: A pay on hourly basis (inclusive of TA and DA) be given at the end of the semester.

Category A: A pay of ₹ 1000/hour

Category B: A pay of ₹ 750/hour

1.0.4 Invited Lecture

To deliver lecture on special topic by scholars of eminence/ celebrities

Procedure for appointment:

- Proposal supported with the detailed Bio-data to be submitted by the HoD (through HoD) to the Dean (Academic) for approval.

Remuneration: Special remuneration packages subject to a minimum of Rs. 5,000. TA and DA and special hospitality should be extended by the Institute.

1.0.5 Jury Examiners (for Architecture Department only)

To participate in the Jury Evaluations of the Architectural Design Courses of B. Arch. as practiced in all architectural schools in the country and abroad.

Procedure for appointment:

- Proposal of a panel of examiners with detailed Bio-data to be submitted by the respective Architectural Design Course Coordinator.
- A expert from the panel to be appointed by the HoD after obtaining the approval for the same from the Dean (Academic)

Remuneration:

- Remuneration to be paid @ ₹150 per candidate appearing for the examination (subject to a minimum of ₹2000).
- DA to be paid as per norms.
- TA of Train/Air fare subject to a maximum of AC 2-Tier fare by the shortest route and actual expense for the local conveyance (taxi/auto) be paid

2.0 Norms for Remuneration for Lectures under FDP/Continuing Education Program

Since the remuneration for lectures under FDP/Continuing Education Program is under the purview of the funding agencies like AICTE, ISTE etc. it is decided not to revise the current rate of remuneration of ₹ 750/hour.

The meeting closed at 5.00 PM.

Members Present:

1. Dr. V K Govindan (Dean, Academic), Chairman of the Committee
2. Dr. R Vijayakumar (Dean, Faculty Welfare), Member *R. Vijayakumar*
3. Dr. Santosh G Thampi (Registrar), Member *S. G. Thampi*
4. Dr. P Syamala (HoD, Civil Engineering), Member *P. Syamala*
5. Dr. Raghu (HoD, Physics), Member *C. Raghu*
6. Dr. N Sudarsan, (Head, SOMS), Member *Subject to remarks attached*
7. Dr. Indira P V (Faculty in charge or Continuing Education), Member *Indira P V*
8. Dr. Muralikrishnan (Member BOG), Member *M. Muralikrishnan*
9. Dr. Naseer M A (Associate Professor, Architecture), Member *N. M. A.*
10. Mr. T P Chandran (OSD, Finance) *T. P. Chandran*