

# **CENTRAL UNIVERSITY OF RAJASTHAN**

## **GUIDELINES FOR RE-EMPLOYMENT OF SUPERANNUATED TEACHERS (Based on UGC Model Guidelines)**

The Guidelines given below have been framed by the Executive Council, Central University of Rajasthan to provide a framework for the re-employment of superannuated teachers at the university.

### **1. ELIGIBILITY**

- a Any teacher who has superannuated as a professor and has served for at least 10 years as Professor in University system prior to superannuation will be eligible for re-employment.
- b Superannuated teachers, considered for re-employment, shall be distinguished scholars and shall have been productive during their service and in particular, in the last five years in activities like- Guidance of research scholars (M. Phil/ Ph.D); Research work done and publications in learned journals; Publication of books and other learning material; Filing of patents and/or obtaining intellectual property rights; Launching of new academic programmes/courses; Introducing innovations in teaching and/or examinations; Undertaking sponsored research projects; Rendering knowledge based advise/consultancy; and Undertaking of extension and/or field outreach activities.
- c The case of re-employment will be considered by the university immediately after superannuation.
- d Superannuated teachers shall be medically fit to undertake the new appointment.
- e The service record of superannuated teachers shall be highly satisfactory and he / she shall be both morally and ethically sound.

### **2. UNDERLYING PRINCIPLE**

- a Re-employment of superannuated teacher/s shall be in the best interest of the concerned School and Department.
- b There shall be vacancies of teachers at the School/Department remaining unfilled for at least one year. The number of teachers to be re-employed in a Department at any given time shall be limited 50% of the vacancies of University level.
- c Re-employment of superannuated teachers may be made only against regular sanctioned posts, which could not be filled up.

- d The university will make attempts to fill up the vacancy through regular appointment. The vacancies against which re-employment is made will also be considered as vacant while making regular recruitment of the faculty positions. The tenure of the re-employment will terminate immediately after the vacancy is filled.
- e There shall be adequate work-load to justify the need for re-employment. This justification will be provided by the School/ Department as indicated in 4(b).
- f The expenditure towards re-employment shall be met by the institution from its budget allocation.

### **3. TENURE OF APPOINTMENT**

The tenure of appointment of a superannuated teacher shall be for a maximum period of **3 years** at a time, till the vacancy is filled, or up to the teacher reaching the age of 70 years, whichever is earlier. However, it shall be open for the university to make appointments for shorter periods at a time. The university may extend for a further maximum period of **2 years** so long as the teacher is below the age of 70 years and the vacancy could not be filled.

### **4. RE-EMPLOYMENT PROCEDURE**

- a Since re-employment enables the University to retain the services of distinguished Professors and to ensure continuity in teaching and research, the initiative must be taken by the University administration to ascertain whether the teacher about to retire is interested in re-employment. To this end, the VC, after consulting the Dean of the School (to ensure that re-employment is necessary), shall write to the Professor at least six months before the Professor is due to retire to invite him/her and initiate the process of re-employment. To make this process streamlined, the office of the Registrar must (without fail) put up the case to the VC at least six month before any professor is due for retirement.
- b If the Professor agrees to be considered for re-employment, the Dean of the School (though the Head of the Department, wherever applicable) shall obtain the CV of the professor. Each CV shall include a detailed account of all the contributions made by the teachers, highlighting his/her achievements during the last five years. The CV must highlight the achievements on the following activities in last five years -Guidance of research scholars (M. Phil/ Ph.D); Research work done and publications in learned journals; Publication of books and other learning material; Filing of patents and/or obtaining intellectual property rights; Launching of new academic programmes/courses; Introducing innovations in teaching and/or examinations; Undertaking sponsored research projects; Rendering knowledge based advise/consultancy; and Undertaking of extension and/or field outreach activities.

- c The CV shall be discussed at a formal meeting of the concerned Departmental Committee and School Board as the case may be, before making the recommendations. The Departmental Committee/School Board must take into account the load requirement, available vacancies and justification for the re-employment.
- d The School/Department shall also examine if the superannuated professor can be engaged by availing financial support from other agencies under schemes like Chair Professor/ Emeritus Professor/Visiting Professor/ Guest Faculty.
- e In case the number of claimants in the category of superannuated teachers is more than 50% of the vacancies, the concerned School/Department/Centre will make recommendation in order of preference from amongst the claimants, based on the requirements and the merit.
- f In case a unanimous view is not arrived at, the Dean of the School (The Head of the Department, wherever applicable) will forward the CV of the Faculty seeking re-employment to the Vice-Chancellor (to the Dean of School, in the case of HoD) along with specific academic reasons of those faculty who do not support the case.
- g The recommendation of the School shall be forwarded to the Vice Chancellor by the Dean of the School. While recommending for re-employment, the School/Department must provide adequate justification.
- h The Vice-Chancellor will take a decision, considering the recommendation and the dissent, for further process by the Expert Committee.
- i The Vice Chancellor shall constitute the following Expert Committees for evaluating the proposals.
- Vice Chancellor (Chair)
  - 2 Subject Experts\*\*
  - Dean of the School
  - Head of the Department (wherever applicable)
- (\*\* Nominated by the Vice Chancellor from the approved panel of experts for the Selection Committees of the School and not having any conflict of interest in the context (not related to the teacher under consideration as Academic Collaborator, Supervisor, Advisee, Former colleague etc.) )
- j The Committee shall consider the full papers put up before it and also call any candidate for discussion, if necessary, before arriving at its recommendation on the appointment. The Committee, while taking a holistic view of the contribution of the Scholar, will pay particular attention to the teaching and research contribution of the Scholar in the last five years of service to the academic life of the University. The Committee will assess whether the Scholar can continue to make a positive contribution to the University if re-employed.

- k The recommendation of the Committee and the terms of appointment shall be place before Executive Council.
- l The decision of the Executive Council shall be final and binding on the teacher.

## **5. EMOLUMENTS AND OTHER PRIVILEGES**

- a A re-employed teacher shall be eligible to draw emoluments equivalent to the last pay drawn minus pension as a consolidated amount which shall remain the same throughout the tenure of re-employments. The teacher will be not be eligible for any privileges as provided by the University to the regular teachers. However, a re-employed teacher shall be entitled to Casual/Special Casual/Duty leave on par with teaching faculty in regular service.
- b The re-employed teacher shall enjoy all infrastructural support at the School/ Department.
- c However, a re-employed superannuated teacher shall not be eligible for holding administrative or financial responsibilities at the University or elsewhere. A re-employed teacher shall not receive any emolument or remuneration from other agency without the knowledge of the University.

## **6. DUTIES AND RESPONSIBILITIES**

- a A re-employed Professor shall not be eligible to be appointed as Chairperson of a Centre or Dean of a School or any other administrative position such as Dean of Students Welfare, Chief Proctor, Provost, etc. However, in the remaining situations not involving administrative functions and responsibilities, such as Advisory and Consultative bodies, the University shall continue to utilize the expertise of re-employed Professors. The re-employed Professor shall continue to contribute not only to teaching and research guidance at the University, but also to academic evaluation and assessment as well as management of research projects.
- b Re-employed Professor shall not be eligible to be members of various academic bodies such as Board of Studies, Special Committee, Centre Committees, and various other Committees constituted at the level of University, or School. He/She can attend the meeting as special invitees, if necessary.
- c Re-employed Professor shall not be sanctioned long leave for taking up assignments in other institutions. Re-employed Professor shall not be sanctioned long leave on personal ground beyond ten percent of the period of re-employment excluding vacation, etc.
- d The re- employed teacher cannot act as main supervisor for Ph.D Student and cannot be PI of any sponsored Project.

- e A re-employed superannuated teacher shall have the following duties and responsibilities.
- Academic work like teaching courses, conducting examination and research guidance. The re-employed teacher cannot be main supervisor of any research student.
  - Conducting research and/or taking up of research projects.
  - Organizing / attending National / International conferences /seminar / symposia /workshops without any financial commitment from the university.
  - Undertaking knowledge-based advisory / consultancy assignments in accordance with the university guidelines.
  - Accepting invitations and delivering guest lectures at other institutions.
  - Re-employed professor can attend conferences without any financial commitment from CURaj.

## **7. EXTENSION**

- a. The Vice Chancellor may extend the appointment of re-employment for 2 years based on the recommendation of the Dean of the School.

\*\*\*