

ORDINANCE 14 : APPOINTMENT ON CONTRACT BASIS OR EQUIVALENT

1.0 Full time/Part time : Appointment on contract may be made on full time or part time basis. However in case of full time appointment, a regular sanctioned post must exist and this should be kept vacant till the contract appointment continues. In case of part time appointment the condition of availability of regular sanctioned post may not be applicable.

2.0 Designation: The designation at senior level could be Visiting Professor/ Professor Emeritus / Visiting Faculty/Consultant / Advisor/ Adjunct Faculty / Director (such as Director (Curriculum Development)/ Director (Quality Assurance), etc., etc.,

At other levels it could be one of the usual designations of the University.

3.0 Appointing Authority: The appointing authority for all such contract appointments will be the Vice Chancellor. However, the appointment for full time teachers on contract should be reported to Board of Management within a year of appointment. Further, if a full time appointment is equivalent to or higher than Lecturer/Assistant Registrar and if such an appointment is made for more than two years the appointment will require the approval of the Board of Management.

4.0 Pay : The person appointed on contract shall be paid a consolidated salary which shall be fixed appropriately taking into consideration the status of the person so appointed, the emoluments drawn by him before this appointment, wherever applicable, etc. provided further the amount could be revised every two years. Further, the amount will not exceed the emoluments at the maximum of the scale of the post against which appointed. Also in case of a retired officer it will not be more than the emoluments last drawn before retirement.

In case of contract appointment on part time basis, the consolidated salary shall not exceed half the emoluments as per above guidelines.

5.0 Age limit: **The age limit for Assistant Professor and above will be 70 years. If age permits they may be initially appointed for a period of 3 years extendable by another period of 2 years till they attain the age of 70 years. However, the appointment would be on year to year basis. In the case of other staff at the level of Assistant Registrar and above the age limit will be 65 years; however, the age limit at the time of first appointment in case of other staff will be 45 which will not be applicable at the time of renewal of contract.**

6.0 Screening Committee: All such appointment will be recommended by a screening Committee comprising of the following:

(a) Vice Chancellor or his nominee - (Chairperson)

(b) The Dean of the School of Studies concerned, wherever applicable or a Dean nominated by the Vice Chancellor for general/combined posts.

(c) Registrar – (Convener)

(d) Two experts, if necessary to be nominated by the Vice chancellor in case of teaching/teaching supporting posts.

This committee may transact business by actual meeting or by circulation. It may also be decided by the committee whether it is necessary to hold test and/or interviews in each case. The above committee will also recommend the emoluments in each case.

7.0 Total leave admissible of all kinds shall not exceed 30 days.

8.0 DA/CCA/HRA or any other relief is not admissible.

9.0 Travel Allowance/Telephone/Conveyance charges and other facilities may be allowed as per rules applicable to any serving officer of equivalent grade.

Medical facility may be provided if he/she is not covered under any medical scheme from the previous employer.

10.0 Person appointed on contract basis can be assigned, in addition to the specific task for which appointed, any other duties by the Vice Chancellor.

11.0 The appointment can be discontinued with one month notice by either side without assigning any reason. Also, the appointee shall not have any claim whatsoever for regular appointment on any position on the basis of contract appointment.

12.0 No pensionary benefit on account of the said appointment shall be admissible.

BOM Resolution – 19th meeting dated 08.07.2002

Gazette Notification No. F.2(29)/Ord/IPU/DRP/2005/2431 dated 10.03.2005

BOM Resolution : 43.17 dated 06.08.2010

***Gazette Notification No. F.2(36)/Ord/IPU/ADRP/2009/1784 dated 10.01.2011
(Partial amendment in Clause – 5.0)***