

GURU JAMBHESHWAR UNIVERSITY OF SC. & TECHNOLOGY, HISAR
(Established by State Legislature Act 17 of 1995)
A⁺ Grade NAAC Accredited University

Internal Quality Assurance Cell

A copy of the duly approved '*Faculty Retention Policy / Guidelines for Re-employment of Teachers after Superannuation*' of GJUS&T, Hisar is forwarded to the followings for kind / Circulation among quarter concerned, please.

Endst No.551-555

Dt. 18.06.2024



Director, IQAC

CC:

1. **Assistant Registrar-Faculty Branch.**
2. Director, PDUIC with the request to upload the policy under Policies Tab on the University Website.
3. OSD to Vice Chancellor for kind information of the Vice Chancellor.
4. PS to Registrar for kind information of the Registrar.

Proceedings of the meeting of the Committee constituted by the Vice-Chancellor held on 17.11.2023 at 11:00 a.m. and 03.01.2024 at 03:30 p.m. in the office of Dean Academic Affairs for making/reviewing Faculty Retention Policy of the University.

The following members were present:-

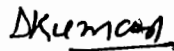
1. Dean Academic Affairs, GJUS&T, Hisar
2. Director, Haryana School of Business, GJUS&T, Hisar
3. Prof. N.K. Bishnoi, Department of Economics, GJUS&T, Hisar
4. Prof. Sandeep Singh, Department of Applied Psychology, GJUS&T, Hisar
5. Assistant Registrar (Faculty), GJUS&T, Hisar

The above Committee was constituted by the Vice-Chancellor for making/reviewing Faculty Retention Policy of the University which was notified by the Director, IQAC vide Endst. No. IQAC/1486-1490 dated 27.10.2023.

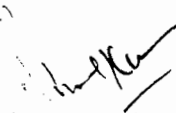
The Committee first met on 17.11.2023 at 11:00 a.m. in the office of Dean Academic Affairs in which Assistant Registrar (Faculty) was requested to bring existing Faculty Retention Policy of the University in the meeting. Assistant Registrar (Faculty) has apprised the Committee that there is no clear-cut existing Faculty Retention Policy/Guidelines for Re-employment of superannuated teachers of this University. Therefore, first of all, the Committee perused the Model Guidelines for Re-employment of superannuated Teachers issued by the University Grants Commission dated 15.02.2008 downloaded from the website of UGC. After detail deliberations on the Model Guidelines for Re-employment of superannuated Teachers issued by the UGC, the Committee is of the view that before proceed further, it may be checked that whether any State/Central University has framed any regulations/guidelines for Re-employment of superannuated teachers based on the UGC Model Guidelines for Re-employment of superannuated Teachers.

The Committee again met on 03.01.2024 at 03:30 p.m. in the office of Dean Academic Affairs. The Committee observed that some State/Central universities like KUK, Central University of Rajasthan, MDU, Rehtak and PEC, Chandigarh have framed their guidelines/regulations for Re-employment of Teachers after Superannuation based on the UGC Model Guidelines for Re-employment of superannuated Teachers. Therefore, the Committee also perused the guidelines/regulations for Re-employment of Teachers after Superannuation of these universities downloaded from their respective websites.


After at length deliberations on the guidelines/regulations of above said universities, UGC, the Committee has drafted the Guidelines and proforma of this University for Re-employment of Teachers after Superannuation which is placed at **Annexure-I & II** respectively. The above proceedings/Guidelines & proforma may be forwarded to the Director, IQAC for further necessary action.



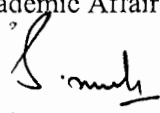
Prof. Devinder Kumar
(Dean Academic Affairs)



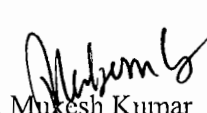
Prof. V.K. Bishnoi
(Director, HSB)



Prof. N.K. Bishnoi
(Department of Economics)



Prof. Sandeep Singh
(Department of Applied Psychology)



Sh. Mukesh Kumar
(Assistant Registrar, Faculty)



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Guidelines for Re-Employment of Teachers after Superannuation

1. Preamble

Re-employment of superannuated teacher(s) shall be in the interest of the University, as several posts of teaching usually remain vacant due to various reasons. This causes a gap in the requirements and availability of the experienced teaching faculty and leads to a decline in the research activities. The senior faculty of the university leaves after retirement/superannuation and their expertise no longer remains available to the university. The re-employment of teachers is aimed to provide a method to harness the expertise of these senior teaching faculties, who have been active in teaching, research & other academic/administrative activities, to bridge the gap in teaching and research for some time.

2. Eligibility

- (a) A teacher who has superannuated as Professor/Senior Professor and has served at least for ten years as Professor and/or Senior Professor in the university prior to superannuation shall be eligible for re-employment.
- (b) A teacher shall be considered for re-employment within one year of his/her superannuation from the university service.
- (c) Superannuated teacher considered for re-employment should be a distinguished scholar, excellent teacher and should have made a mark in their subject and the field of specialization as evident through research papers/monographs/books published/guidance of research and significant contributions towards University's functioning etc.
- (d) The service record of superannuated teachers should be highly satisfactory, and he/she should be both morally and ethically sound.
- (e) Superannuated teacher should be medically fit to undertake the re-employment.

3. Underlying Principle

- (a) Re-employment of superannuated teacher(s) shall be in the best interest of the concerned Department.
- (b) There shall be vacancy(ies) of teacher(s) at the Department remaining unfilled. The number of teachers to be re-employed in a Department at any given time shall be limited to 50% of the vacancies at 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 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 Department.
- (f) The expenditure towards re-employment shall be met by the university from its budget allocation.

4. Tenure of Appointment

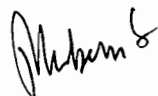
- (a) The tenure of appointment of a superannuated teacher shall be initially for a period of 3 years in the first instance or up to the time when a teacher attains the age of 65 years, whichever is earlier.
- (b) The university may extend the tenure for a further maximum period of 2 years (year wise) or upto the period when a teacher attains the age of 65 years.

5. Emoluments

- (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-employment.
- (b) A re-employed teacher, retired under New Pension Scheme (NPS), shall be eligible to draw emoluments equivalent to the half of the last basic pay/level drawn as a consolidated amount which shall remain the same throughout the tenure of re-employment.
- (c) A re-employed teacher shall be entitled to Casual/Academic/Duty leave at par with teaching faculty in regular service. No earned leave shall be admissible for a re-employed teacher.
- (d) The University shall provide all the essential academic facilities to the re-employed teacher.

6. Duties and Responsibilities

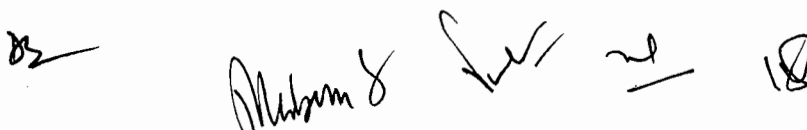
- (a) A teacher, re-employed after superannuation, shall not be given any administrative or financial responsibilities. A retired teacher will not be the member of Staff Council and Board of Studies. A retired teacher will be associated with Departmental Research Committee only in the capacity of supervisor/co-supervisor of his/her research scholar, if applicable. However, the re-employed teacher may be considered as special invitee for any committee/council/board etc.
In case when a situation demands so, the Vice-Chancellor may assign duty to a re-employed teacher as an exception to meet the dire need of University/Department/Institute/office etc.
- (b) A re-employed teacher shall do academic work like teaching courses, conducting examinations, assessment work and research guidance.
- (c) The workload of re-employed teacher shall be at par with teachers in regular service i.e. 14 hours per week for Professor/Senior Professor.



- (d) A re-employed superannuated teacher shall have the following duties and responsibilities, with no additional liability to the University:
- (i) Academic work like teaching courses, conducting examinations and research guidance;
 - (ii) Conducting research and/or taking up sponsored research projects from external agencies;
 - (iii) Launching continuing education programmes in new and emerging areas;
 - (iv) Facilitating the University/Department/Institute in Organizing/attending national/international Conferences/Seminars/Symposia/Workshops;
 - (v) Undertaking knowledge based advisory/consultancy assignments as per prevailing University rules for sharing of remuneration/consultancy amount with University for regular teachers.
 - (vi) Accepting invitations and delivering Guest Lectures at other institutions without compromising the work of the University;
 - (vii) Participation in academic/research Committees and other such duties as assigned by the University from time to time at the institution and elsewhere when required;
 - (viii) A re-employed teacher shall abide by the relevant regulations of the Code of Conduct, as applicable to the regular teachers.
 - (ix) Re-employed teacher will be allowed to supervise Ph.D. student, as per requirements in the Department/Institute. If the number of applicants is less than the number of declared vacant seats for admission to Ph.D. in a Department/Institute, then first preference will be given to regular faculty at the time of allotment of supervisor to the admitted students. A re-employed teacher shall be allowed to take two Ph.D. students in a year except last year of re-employment. A re-employed teacher should preferably be associated as a co-supervisor rather than supervisor of a Ph.D. student in a Department/Institute, where sufficient eligible teachers are available to supervise a Ph.D. student.

7. Re-employment Procedure

- (a) The procedure to be followed for the re-employment of superannuated teachers at the University, shall be as given below:
- (i) There shall be vacant positions in the department against which re-employment may be considered.
 - (ii) The interested teachers, who are about to superannuate or have superannuated not earlier than one year shall apply to the Vice- Chancellor of the university on a prescribed form. The application form shall include a detailed account of all the contributions made by the teachers, highlighting his/her overall achievements during the last 10 years.
 - (iii) The Vice-Chancellor shall take the final decision regarding the re-employment of a teacher. The Vice-Chancellor, if he/she so desires, may

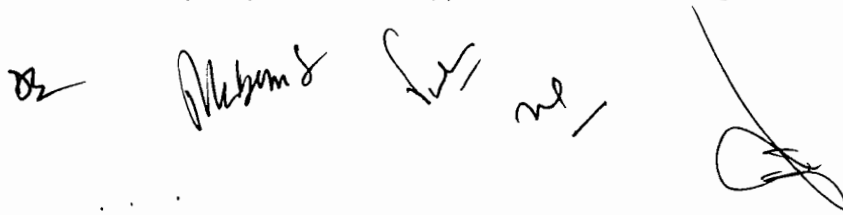
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refer the case to an Advisory Committee, constituted by him/her for the assessment and giving its recommendations there upon. The recommendations of the Advisory Committee will be placed before the Vice-Chancellor for its consideration.

(iv) The decision of the Vice-Chancellor for re-employment of a teacher shall be placed in the Executive Council for approval.

(b) The performance of the re-employed teacher shall be reviewed periodically by the University. If the performance is found unsatisfactory, then his/her services may be terminated by the authority by giving one month notice. A re-employed teacher can resign from the University at any time by giving one month notice.

Notwithstanding anything contained in these guidelines, the Vice-Chancellor may relax, where he considers necessary, any of condition(s) mentioned in these guidelines.





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Application for Re-employment of Teachers after Superannuation

1. General Information and Academic Background

Name (in Block Letters)	
Father's Name	
Mother's Name	
Date of Birth	
Current Designation, Academic Level and Name of Institution, if applicable	
Designation & Academic Level at the time of retirement	
Name of Department/Institute and the university retired from or going to retire from	
Date of retirement/ Due date of retirement	
Gender	
Nationality	
The Category you belong to (GEN/EWS/SC/DSC/BC-A/BC-B/PwD)	
Address for Correspondence (with Pin Code)	
Permanent Address (with Pin Code)	
Mobile No:	
E-mail:	

2. Educational and other Institutions/Organizations served (in chronological order):

Designation	Department	Duration		Experience		Pay Scale and Grade Paywith Academic Level
		From	To	Year	Month	

3. Total Teaching experience (with duration) as regular faculty in University:

Under Graduate:

Post Graduate:

4. Total Research Experience (with duration):

5. Areas of Research:

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6. Total number of Candidates who have been awarded Ph.D. under supervision during last 10 years (Please attach the list):

7. Summary of research publications (Please attach the list):

Publications	Published		Accepted for Publication	
	International	National	International	National
Books (Independently)				
Books (Jointly)				
Chapters in Edited Books (Independently)				
Chapters in Edited Books (Jointly)				
Research Papers (Independently)				
Research Papers (Jointly)				
Patents (Independently)				
Patents (Jointly)				

(i) List of research publications during last 10 years (Please attach a list):

Sr. No.	Title of the paper with name of authors as appearing in the publication	Journal, Volume, Issue, Page Numbers, Year	Whether First / Corresponding/ author	Whether Journal SCOPUS Indexed/ SCI/SSI/Valid UGC-CARE	Impact factor as per Clarivate/ Thomson Reuters, if applicable	Whether Journal is in UGC CARE list	ISSN/ISBN
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							

(ii) Research Publications (Chapter in Books/Monograph) other than Peer-Reviewed Journal articles: (During last 10 years):

Sr. No.	Chapter in a Book/ Monograph	Title of the Chapter in a Book/Monograph with name of authors	Book Title, editor, Publisher Year, Page Numbers	Whether published by International publishers or National/ State and Central Govt./Local publications with ISSN/ ISBN No./ Monographs published without ISBN/ISSN No./Edited conference proceedings/ refresher course proceedings etc.	ISSN/ ISBN No. if any	Authors

(iii) Books published other than Peer-Reviewed Journal articles and chapter in Books:
(During last 10 years):

Sr. No.	Book Title, Publisher, Year	Name of authors as appearing in the publication.	Published by International publishers/National publishers or State and Central Govt. Publications	Text book/ Editedbook/ Reference book	ISBN

(iv) Completed and ongoing research projects and consultancy:
(During last 10 years):

Sr. No.	Title & Type of project (Sponsored/consultancy) (Major/Minor) carried out or ongoing.	Funding Agency	Period	Grant/Amount sanctioned Mobilized (Rs. in Lakhs)

8. Number of patents awarded (Submit details of patents during last 10 years):
a. International; (b) National;

9. Invited Lectures delivered or Papers presented at National or International Conference/ Seminar/Workshops/Symposia etc. (During last 10 years):

Sr. No.	Title of Invited Lecture/ paper presented	Name of Conference/ Seminar/ Workshops/ Symposia etc.	Date(s) of the event	Organized by	Whether International/ National/State/ Regional/ University or College Level

10. Organization of Refresher Courses/ Conferences/ Seminars/ Workshops/ Symposia, etc.:
(During last 10 years)

Sr. No.	Name of the event organized	Date(s) of the event	Organized by	As a member of organizing/advisory committee	Whether International/ National/State/Regional/ University or College Level

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11. Academic Contribution through participation in quality enhancement/sustenance efforts in the University

(During last 10 years):

Sr. No.	Member of University Court/Executive Council/Academic Council/Court/IQAC/Research Promotion Board/High Power Standing Purchase Committee/Standing Purchase Committee/House allotment committee/NAAC committee etc.	From	To

12. Contribution in teaching and learning during last 10 years of service:

MOOCs courses developed/taken; new programmes/courses started; MoU signatory; International/National collaborations; Any other notable contribution in teaching:

13. Contribution to the corporate life of the University:

(Such as Dean/Proctor/Chief Warden/Director/Chairperson etc.):

14. Life member / Fellow of professional academic bodies/ societies:

15. Distinction/shortcoming during service:

16. Awards/ recognition from national/ international organizations:

17. Any other relevant information (if not mentioned earlier):

Certified that all the information given by me is correct and complete to the best of my knowledge and belief and no material information has been concealed. I am aware that I shall be liable to follow university rules and regulation enacted from time to time and the university has a right to recall the re-employment assignment at any time without any notice.

Date:

Handwritten signatures and initials:
 [Initials] [Signature] [Signature]

Signature of candidate