


PROCEEDINGS OF THE MEETING HELD ON 27.03.2019 AT 4.30P.M IN THE OFFICE CHAMBER OF ADDITIONAL SECRETARY REGARDING STREAMLINE OF ENGAGEMENT OF GUEST FACULTIES WORKING IN DIFFERENT GOVT. COLLEGES AND PREPARATION OF GUIDELINES.

Members Present:

- | | | |
|--|-------|--|
| 1. Sri Asoka Kumar Das
Vice Chairman,
Odisha State Higher Education Council. | ----- | 
Chairman |
| 2. Dr. Partha Sarathi Mishra, IAS
Additional Secretary to Govt. | ----- | Member |
| 3. Mihir Ranjan Sethi
Regional Director of Education,
Bhubaneswar | ----- | Member |
| 4. Dr. Mamata Panda
Assistant Director(Planning) ,
DHE (O), Bhubaneswar. | ----- | Member |

The meeting was held on the scheduled date and time and the above members were present.

The agenda note prepared by this Department was placed before the Chairman and other members present in the meeting. Agenda wise detailed discussion/deliberations among the members were made.

   
Asst. Dir. (P)

Engagement of Guest Faculty

After the re-opening of college after summer vacation, process of selection of guest faculty be started.

After the process of selection is over, Principals are required to furnish data as per the proforma enclosed as **Annexure-I** to the Directorate of Higher Education at the earliest. Guest faculties be engaged only against sanctioned posts. However, where students have taken admission without sanction of additional post, guest faculties can be engaged as per the workload calculated in **Annexure-II**.

SELECTION PROCEDURE:-

Selection of guest/visiting faculties shall be made by a committee. The composition of such committee for each subject shall be as follows:-

- (1) Principal of the college shall be the Chairman of the committee.
- (2) Head of the Department.
- (3) One Senior faculty from other department /subject nominated by Principal.
- (4) One subject expert from the same college (if there is a member at all)

Colleges where there is no faculty member in the concerned subject, persons in order of following preferences may be invited.

- i- Faculty of nearby Govt. College.
- ii- Retired faculty of Govt. College.
- iii- Faculty of nearby Non-Govt. Aided College.
- iv- Retired faculty of Non-Govt. Aided College.

Qualification, Career Assessment and age limit of Guest Faculty.

Master's Degree in the concerned subject from a recognized University with at least 55% marks or its equivalent grade with a second class in the Bachelor's Degree is essential.

Selection shall be based on career marks and viva-voce test. The distribution of weightage for the career assessment suggested is as follows:-

Career and Teaching experience	-	60 marks.
Viva-voce	-	40 marks.

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Don
ACAD. DIR (PE)

Kesh

Career Marking.:

Sl No.	Qualification	Marks			
		1 st Divn	2 nd Divn.	3 rd Divn.	Distinction
i	Ph.D			08	
ii	Net			06	
iii	M. Phil			04	
iv	MA/M.Sc./M.Com or equivalent Degree	12 marks	08 marks	04 marks	-
v	B.A.(H)/B.Sc.(H)/B.Com(H) or equivalent Degree	08 marks	05 marks	02 marks	02 marks
vi	B.A.(P)/B.Sc.(P)/B.Com(P) or equivalent Degree	05 marks	03 marks	01 marks	02 marks
vii	+2 or equivalent Degree	04 marks	03 marks	02 marks	-
viii	H.S.C or equivalent Degree	03 marks	02 marks	01 marks	-
ix	Teaching experience	02 mark for each year of experience * (subject to maximum 10 marks)			

*Engagement for 9 months or more may be considered as one year in case of guest faculties engaged earlier.

Viva-Voce Marking :

- (i) Teaching capability : **20 marks**
- (ii) Conceptual understanding in the subject domain : **15 marks**
- (iii) Perspective in positivity and leadership : **5 marks**

Preferences be given to superannuated faculties and teachers having Ph.D./NET with more than 3 years experience in any Govt. Colleges of the State may be engaged without going through the interview process as per the regular selection procedure. In case of superannuated faculty at least 10 years of teaching experience at UG level or above must be recommended by the HOD of the Department with their CV attached. The Committee may consider the CV in absentia and decide on his engagement. However, their cases may be considered for engagement up to age limit of 70 years.

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Ant. Dir. (PI)

Honorarium to be paid:-

Rate of honorarium to be paid to the guest/visiting faculties to be engaged for Degree classes in Govt. Degree/Autonomous and Model Degree Colleges is Rs.500/- (Rupees five hundred only) per class/lecture of 45 minutes duration subject to a maximum ceiling of Rs.25,000/- (Rupees twenty five thousand only) per month averaged over nine months (limited to average 50 classes per month and to 450 classes during the year of engagement wherever possible. For example the guest faculty must be assigned 450 classes during 9 months and paid accordingly. The monthly limit is an average indicator). The Principal must keep a record of monthly database with respect to each guest faculties work record for the month containing the following data (Name, subject, number of theory or theory equivalent practical taken, reason for deviation from the 50 class average, Balance classes left from the total 450, additional duties done, remark). Since the workload calculation is based on 450 classes per Guest Faculty is self consistent with the minimum required hours necessary for managing the Course, the Principal must ensure the class distribution accordingly.

Rate of honorarium to be paid to the guest/visiting faculties to be engaged for +2 wing (Higher Secondary) of composite Govt. Colleges is Rs.400/- (Rupees four hundred only) per class/lecture of 45 minutes duration subject to a maximum ceiling of Rs.16,000/- (Rupees Sixteen Thousand only) per month (40 classes per month).

JOB CHART:-

- (i) Guest Faculties are required to be engaged for both theory and practical classes .
- (ii) Guest faculties with 3 years of experience (Engagement for 9 months or more may be considered as one year) may be involved in question setting and evaluation on recommendation of the respective Principal, if required. Assignment of question setting would be required for implementing the introduction of compilation of question bank in each subject. Assignment of Evaluation must be implemented after coding of answer paper is fully implemented.

Acad *PS* *Prady* *Reet*
Asst. Dir (PP)

Other Issues:-

- a. However the practice of employing guest faculty regularly year after year must be discontinued through urgent regular appointment or withdrawing of the faculty deployed in +2 colleges. This practice is making young post graduates complacent and demotivated in teaching, learning, research as well as development of personality. **Moreover with increasing number they are becoming unionized that would create problem later on.** As a first measure 300 faculties deployed to 17 stand alone Higher Secondary Schools (erstwhile junior colleges) now under the administrative control of Deptt. of School & Mass Education (**Annexure-III**) may be withdrawn and be absorbed in the nearby degree colleges from the next academic session. The fraction of Guest Faculty must be limited to 20% of the total faculty strength. Ideally these should be in areas related to DSE or SEC Subjects where teachers are not available in the Institute.
- b. The Department must reflect a realistic assessment of Budgetary requirement for the Guest Faculty payments based on the number employed during the preceding year. This will avoid unreasonable delays in payment of their honorarium.
- c. The choice based credit system demands faculty to be involved in activities beyond limited black board teaching. The Guest Faculty must be involved in student projects and other related activities.
- d. The committee recommends that NET qualification may be introduced as an essential qualification for Guest Faculty engagement two years down the line to ensure feeder viability.
- e. The monthly limit of 50 classes may be modified to limiting the number of classes assigned during the nine month period to 450 classes and payment be made accordingly.
- f. Presently **1510** guest faculties have already been engaged in Degree/ Composite colleges against **1374** vacancies. (**Annexure-IV**). But this number should actually be 1327 as per the norms fixed by Govt. in Department of Higher Education letter No. 16278/HE, dt. 24.06.2017, (which state "guest faculties be engaged against sanctioned posts") and letter No. 15696/HE, dt. 11.07.14, (which state "to finish the curriculum

The bottom of the page contains several handwritten signatures and initials in blue ink. On the left, there is a large, stylized signature that appears to be 'A. B. S.'. To its right, there are two smaller signatures: one that looks like 'R. S.' and another that is more illegible but possibly 'K. S.'. There are also some initials and marks scattered around these signatures.

where students have taken admission but no additional posts have been sanctioned, guest faculties be engaged"). Because in many colleges, **(Annexure-V)** guest faculties were engaged in subjects where neither there is vacancy nor any extra courses (like enhancement of Hons. seats / P.G. / M. Phil) have been introduced. For example in Bhadrak Auto College, in Philosophy subject though 02 regular faculties are present against 02 sanctioned post , 03 guest faculties have been engaged without introduction of any additional course like PG, M. Phil etc.

Based on the number of guest faculties engaged / to be engaged as per norm, the financial requirement is recalculated to be **Rs. 23,62,71,400/- (Rupees twenty three crore sixty two lakhs seventy one thousand four hundred) only** per financial year.

Further, Govt. vide letter No. 32135/HE, dt. 20.11.18, have increased the maximum ceiling of classes to be engaged by a guest faculty from 40 classes per month to 50 classes per month (Rs. 25,000/- per month). Hence, the amount to be paid to guest faculties shall also increase.



Dr. Mamata Panda
Asst. Director,(Planning)
DHE(O), BBSR



Dr. Mihir Ranjan Sethy
Regional Director of
Education, BBSR



Dr. Parthasarathi
Mishra, IAS,
Additional Secretary
to Govt.



Dr. Asoka Ku Das
Vice Chairman, Odisha
State, Higher Education
Council.

Smt. S. Nayak
Academic Advisor
for n.g.
hw
6/8/22

**GOVERNMENT OF ODISHA
HIGHER EDUCATION DEPARTMENT**

HE-FEIIA-MISC-0118-2020 33174 /HE, Dtd. 5-8-22

From

Saswat Mishra, IAS
Principal Secretary to Government

To

All Regional Directors of Education
All Principals, Government General Degree Colleges (under Higher Education Department)

Sub: Engagement of Guest Faculties afresh in different Government Colleges for the year 2022-23 & 2023-24

Madam/Sir,


As per this Department letter No.16200 dated 20.4.2022, the tenure of Guest Faculties engaged in Government Degree Colleges of the State will end on 31.8.2022. Thereafter, Guest Faculties will be selected afresh for a tenure of two years starting from 01.9.2022 to 31.8.2024 on the terms and conditions as laid down below.

1. Number of Guest faculties to be engaged:

- a. Maximum number of Guest Faculties to be engaged in a subject shall not be more than the total number of existing vacancies vis-a-vis the sanctioned posts in that subject.
- b. For subjects having student enrolment but without any sanctioned teaching post, Guest Faculties are to be engaged in the teacher pupil ratio of 1: 25 for UG and 1: 15 for PG students enrolled.
- c. One extra Guest Faculty is permissible in the subject of the Principal of the College, as Principals, due to their multifarious administrative work, fail to take classes in their subject. However, a Principal can take class if he/she so wants.

2. Preference and Procedures for Selection of Guest Faculties :

- a. Retired Government College teachers of the same college having not completed 65 years of age, if their pre- retirement performance was up to mark. In the circumstances where availability of such retired teachers exceeds the requirement, the Principal will select the most suitable one.
- b. Fresh selection by advertisement in at least one major Odia daily newspaper in the event of non- availability of retired Government College teachers of the same College. In such cases, selection shall be made in the following order of preference.
 - i. Retired teachers of other Government Colleges having not completed 65 years of age. If availability of such retired teachers exceeds the requirement, the Principal will select the most suitable one.
 - ii. Retired teachers of Aided Colleges having not completed 65 years of age and who were in receipt of GIA from Government. If availability of such retired teachers exceeds the requirement, the Principal will select the most suitable one.


05/08/2022

iii. Fresh candidates to be selected as per merit by following the selection procedure as prescribed below.

3. **Method of selection of fresh candidates**

a. **Selection of guest faculties** pertaining to a particular subject shall be made by a committee comprising of

1. Principal of the college concerned - Chairman
2. Head of the Department
3. One senior teacher from other Department/ Subject nominated by the Principal
4. One subject expert from the same college. If there is no teacher in that concerned subject then a teacher from nearby Government College or a Retired Government College teacher or a teacher of nearby Non- Government Aided College or a Retired teacher of Non-Government Aided College, as decided by the Principal, may be invited.

b. **Qualification and career assessment**

Master's Degree in the concerned subject from a recognized University with at least 55% marks or its equivalent grade with a second class in the Bachelor's Degree is essential.

Selection shall be based on career marks and viva-voce test. Distribution for the career assessment is narrated below.

Career and teaching experience - 60 marks
Viva-voce - 40 marks

Career marking

Sl No	Qualification	Marks		
		1 st Division	2 nd Division	Distinction
1	Ph.D	08 marks		
2	NET	06 marks		
3	M.Phil	04 marks		
4	MA/M.Sc./M.Com. or equivalent Degree	10 marks	08 marks	-
5	B.A.(H)/B.Sc.(H)/B.Com(H) or equivalent Degree	08 marks	05 marks	02 marks
6	B.A.(P)/B.Sc.(P)/B.Com(P) or equivalent Degree	04 marks	03 marks	02 marks
7	+2 or equivalent Degree	03 marks	03 marks	-
8	HSC or equivalent Degree	03 marks	02 marks	-
9	Teaching experience	02 marks for each year of experience subject to maximum 10 marks		

Viva-voce marking

- 40 marks

05/08/2022

4. Remuneration

The Guest Faculties are to be paid @ Rs.500/- per class/ lecture of 45 minutes duration subject to a ceiling of maximum of 50 classes and with Rs.25,000/- per month.

This engagement, being a temporary engagement, shall not confer any rights in any manner whatsoever for regularization of the services of the Guest Faculties. At the time of engagement, the Principals concerned shall obtain an undertaking from the fresh candidates, in the format as appended at Annexure-'A', to the effect that they will not claim for regularization of their services.

Selection of Guest faculties should be completed by 31.08.2022 and this Department be intimated regarding engagement of Guest Faculties by 15.9.2022 without fail. The Guest Faculties so engaged can be disengaged by giving one month notice if their performance is found unsatisfactory. They will also be disengaged consequent upon joining of regular teachers against the said vacant sanctioned post.

Yours faithfully,



05/08/2022
Principal Secretary to Government

Annexure-I

TO WHOMSOEVER IT MAY CONCERN

I Shri/Smt/Ms _____ S/D/W/o _____ aged about ___ years on being engaged as a Guest Faculty by the Principal, _____ College, do hereby certify that I fully understand the temporary nature of my engagement as Guest Faculty. Being a temporary engagement, I will not claim for regularization of my services in future.

Place:

Date

Signature

Name:

Witness:

1.

2.

Seal & Signature of the Principal of the College

Prof. S. Nayak
Additional Secretary
12/8/22

GOVERNMENT OF ODISHA

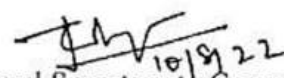
DEPARTMENT OF HIGHER EDUCATION

CORRIGENDUM

Bhubaneswar, dated the 10-8-2022

No. HE-GCET-MISC-0118-2020 34026 /HE. The expression appearing at Page-2 of Higher Education Department letter No.33174, dtd.05.08.2022 in the table at Sl. No.4, Marks for 1st Division may be read as "12 marks", at Sl. No.7, Marks for 1st Division may be read as "06 marks", at Sl No.8 Marks for 1st Division may be read as "04 marks".

All other contents of the said letter remain unaltered.


Additional Secretary to Government

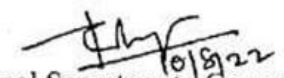
Memo No. 34027 /HE, Dtd. 10-8-22

Copy forwarded to the P.P.S. to Principal Secretary, Higher Education Department for kind information of Principal Secretary, Higher Education Department.


Additional Secretary to Government

Memo No. 34028 /HE, Dtd. 10-8-22

Copy forwarded to All Regional Directors of Education/ All Principals, Government General Degree Colleges (under Higher Education Department) for information and necessary action.


Additional Secretary to Government