

**THE NORTH-EASTERN HILL UNIVERSITY ORDINANCES**

**OB -8**

**ON THE SCHEME OF EXCHANGE OF TEACHERS / EXPERTS**

*Under Section 24 (e) of the NEHU Act, 1973 read with Section 26 (1)(l)*

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|-----------------------------------|---|
| <b>Objectives</b>                 | <p><b>1.</b> The broad objectives of the scheme are:</p> <ul style="list-style-type: none"> <li>i. to enable the University to invite distinguished teachers/ experts in various fields from other universities or institutions of higher learning;</li> <li>ii. to utilise as widely as possible the services of talented personnel in the universities and other centres of learning;</li> <li>iii. to provide opportunities for the staff and students engaged in advanced studies to come in close and fruitful contacts with distinguished persons in various fields of knowledge and to make expert advice and guidance available to research workers;</li> <li>iv. To provide opportunities to teachers of the University to collaborate in research with other centres, to interact with their peers by participating in academic programmes of other institutions and to get exposed to the larger national and international academic milieu; and</li> <li>v. to enable the colleges affiliated to the University to get the benefit of expertise of academicians from outside and to provide facilities to college teachers to widen their academic horizons.</li> </ul> <p><b>2.</b> The teachers/experts invited under the scheme may deliver a course of lectures, conduct seminars, participate in discussions and/or research and field work.</p>   |
| <b>Selection Under the Scheme</b> | <p><b>3.</b></p> <ul style="list-style-type: none"> <li>i. Scholar from outside           <ul style="list-style-type: none"> <li>a. Each Department shall prepare a list of scholars for invitation from other institutions by the end of March each year taking into account the weak areas in the University system, areas requiring special reinforcement, areas of excellence being systematically built and the eminent scholars likely to be available.</li> <li>b. The Vice-Chancellor will approve the list, amending it to the extent necessary, in consultation with the Deans' Committee.</li> <li>c. The Head of the Department will extend invitation on behalf of the University and fix the time of visit as early as possible, but not later than three months before the commencement of the semester in which the scholar is expected to visit the University.</li> </ul> </li> <li>ii. University Scholars           <ul style="list-style-type: none"> <li>a. The University shall have agreement for a general long-term or specific short-term academic exchange programme with such departments of other Universities and other Institutions of higher learning, as may be approved by the Academic Council, under which the scholars of the two Institutions may collaborate in research, participate in teaching and other academic pursuits as may be decided from time to time.</li> </ul> </li> </ul> |

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- b. Each Department will nominate one or more teachers in consultation with the host institute by the end of April each year who may be desirous of taking advantage of this arrangement and work with those centres during the winter break, indicating the specific work which the teacher(s) propose(s) to take up.
  - c. The Deans' Committee shall make a final selection in this regard.
- Expenditure** 4. The expenditure on the exchange of teachers/experts has to be met out of the Unassigned Grant placed at the disposal of the University by the University Grants Commission.
- Duration of Visit** 5. The duration of the visit of a teacher/the expert will depend on the nature of the assignment and the time for which the visiting teacher/expert can be spared by the parent Institution. He will carry his own substantive designation with him to the Institution of his visit. The duration of the assignment may not ordinarily exceed three months and shall not be less than four weeks.
- Facilities and Remuneration** 6. The visiting teacher will be eligible for the facilities and remuneration as per the following scale :
- i. Scholars from Outside
    - a. Accommodation: Free accommodation will be provided by the University.
    - b. Travelling Allowance : First class railway fare both ways (normally by the shortest route) from the place of the parent University to the University. In case of travel from/to any place beyond Calcutta from North-Eastern Hill University air passage between Kolkata-Guwahati will be permitted in the normal course. If travel by air is necessary on other routes, specific approval of the Vice-Chancellor shall be obtained. Daily allowance may be paid for the period spent in transit according to the rules of the University.
    - c. Daily Allowance : Daily Allowance may be paid at the rate payable to the University staff of the same status.
    - d. Honorarium: The visiting teacher/expert may be paid Rs.100/- per lecture or Rs.500/-for conducting a seminar lasting 3 days or more. The maximum honorarium for an assignment of not less than four weeks' duration payable to any teacher/expert under this scheme may be limited to Rs.1000/-for one month or part there of.
  - ii. University scholars
    - a. Travelling Allowance: As per the rules of the University.
    - b. Daily Allowance : At the rate admissible under the rules of the University for the entire period of stay<sup>1</sup> .
    - c. Such other allowances which the University may allow in each case depending on the facilities offered by the concerned Institutions.

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**Note:** The period spent under the exchange programme shall be treated as duty for all purposes but shall not count as duty for the purpose of earning leave.

7.
  - i. The visiting teacher/expert will draw their salaries from their parent Institutions.
  - ii. The visiting teacher/expert would pay for their boarding.
8.
  - i. Audit Certificate: The University will send at the end of the financial year the usual audit certificate to the effect that the grant paid by the University Grants Commission has been spent for the purpose for which it was given and in accordance with the conditions laid down by the Commission.
  - ii. Submission of Accounts: A statement of accounts of the Commission's Unassigned Grants showing the expenditure incurred on the Scheme of Exchange of Teachers as implemented by the University may be sent to the Commission in the prescribed proforma at the end of each academic year, i.e. from 1st March to 20th December.

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1. Approved vide Ministry of Education, Govt. of India letter No.F.10-33/75-Leg. Unit of September 9, 1975.
2. Amended vide Executive Council Resolution No. EC.38:84:04:1 (iii).