



**REVA**  
UNIVERSITY

Bengaluru, India

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# **POLICY FOR RECRUITING FOREIGN FACULTY AS ADJUNCT/ VISITING FACULTY**

[www.reva.edu.in](http://www.reva.edu.in)



## **POLICY FOR RECRUITING FOREIGN FACULTY AS ADJUNCT/VISITING FACULTY**

### **Objective:**

One of the key objectives to engage foreign faculty as visiting faculty/adjunct is to have a strong and robust collaboration between the University and foreign university. Such involvement helps in bringing external prospective to regular teaching and to further enrich existing knowledge of faculty members due to the collaboration with foreign professors. In addition to this, the engagement of such faculty can provide support to the institute development activities and students will have exposure to the new technological developments in abroad.

### **Advantages:**

1. Research training: Experts from Foreign University will train the young faculty / mentoring in research and academics
2. Will be able to teach our curriculum (As decided by the Director of School as per needs and requirements of the school)
3. The foreign professor contributes to the research and publications along with the academics
4. The foreign professor will be able to help REVA University as advisors.
5. World Rankings (QS Rankings) key factor as visiting and adjunct professor

### **Foreign visiting/adjunct faculty are a boon to the university as they help**

- Promote international education
- Provide latest development in technology of their country
- Enhance the quality of research
- Build exposure to different cultures and international trends
- Provide research opportunities
- Benchmarking with reputed universities

### **The visiting foreign professors should**

a) Teach one or two units of a course/part of the syllabus in a course through online or offline during a semester and honorarium to be paid as per the rules and regulations laid by the university. If part of the syllabus of a course is delivered in offline, the stay arrangements to be made by the university and honorarium to be paid as per the norms.

b) Teach a full course online, honorarium will be paid. MoU Partner Universities will be given preference. If other than MoU Universities, MoU to be initiated.

c) Teach a full course and stay a minimum of 30 days (total contact hours should not be less than 40 hrs) in the university. The travelling expenses (economy class through shortest route) and honorarium will be paid as per the rules and regulations of REVA University (Annexure I). On campus accommodation at REVA University guest house for the entire visit will be arranged on demand.

d) The complete guidelines to appoint a foreign visiting or adjunct professor to REVA University are furnished in Annexure II.




## Annexure I

The following are the rules for providing honorarium to the visiting/adjunct faculty from abroad

1. Travelling expenses for visiting professor / Adjunct professor to be provided by REVA university as per actual cost of the onward and return journey ticket (Economy Class)
  2. \$ 2000 to be paid as Honorarium for the completion of one course in offline mode with minimum contact hours 40 (USD 50 per hour)
  3. If half of the syllabus is covered in offline mode (20 hours), \$1000 should be paid as honorarium (USD 50 per hour)
  4. If the course is to be completed online, \$1000 should be paid as honorarium (USD 25 per hour)
  5. If half of the syllabus is covered in online mode, \$500 should be paid as honorarium (USD 25 per hour)
  6. Apart from regular courses, if the visiting/adjunct faculty provide any certification course to both students/faculty which leads to consultancy or research, 40% of the course fees should be paid as honorarium.
  7. If any foreign faculty is invited as expert to deliver a keynote in REVA international Conferences in offline, for Professor \$ 200 If Associate Professor USD 100 should be paid as honorarium.
  8. If any foreign faculty is invited as expert to deliver a keynote in REVA international Conferences in online, for Professor \$ 100 If Associate Professor USD 50 should be paid as honorarium.
  9. If any foreign faculty is being utilized as Chairperson for a session in REVA international Conferences in offline, for Professor \$ 100 If Associate Professor USD 50 should be paid as honorarium.
  10. If any foreign faculty is being utilized as Chairperson for a session in REVA international Conferences in online, for Professor \$ 50 If Associate Professor USD 25 should be paid as honorarium.
  11. If any foreign faculty is invited as expert to deliver a Guest Lecture offline, for Professor \$ 200 If Associate Professor USD 100 should be paid as honorarium.
  12. If any foreign faculty is invited as expert to deliver a Guest Lecture/ webinar online, for Professor \$ 50 If Associate Professor USD 25 should be paid as honorarium.
  13. As Foreign Collaboration is needed for ranking purposes and knowledge sharing from various parts of the globe, Each School to consider three visiting faculties per year
- **For Three Visiting Professors per school Honorarium USD 6000 and Travel USD 7500 = 10, 50,000 Rupees.**
  - The Visiting Professors appointments can be made in more number if it is online.



- However, mix of both online and offline deliver is possible, but the expenses should not exceed Rs. 11 lakhs in an academic year.
- The university will include their names on the website by recognising their service as visiting/adjunct faculty.
- All the appointments will be given by the Registrar.
- Outcomes of this will be Publications, Books, Training, and Knowledge gaining for our staff and students, Globalization, Ranking purposes.



**Dr P. Visweswara Rao**

Director, IRRC



**Dr. N. Ramesh**

Registrar



**Dr. M. Dhanamjaya**

Vice Chancellor





## **Annexure II**

### **GUIDELINES FOR APPOINTMENT OF VISITING PROFESSORS/ADJUNCT PROFESSOR**

#### **Visiting Professors / Adjunct Professor:**

1. A Visiting Professor should be an eminent scholar in his/her field. Generally a person who has held or is holding the post of the Professor shall be considered for appointment as Visiting Professor / Adjunct Professor.
2. The maximum tenure of appointment of Visiting Professor will be for a period of two years (Long term).
3. An Eminent Scholar may also be appointed as Visiting Professor even for less than two months period (Short Term).
4. On appointment as Visiting Professor, it is expected that the parent University would consider on duty leave to such serving Professors.
5. The Visiting Professor should have at least 15 h-index in Scopus and should have been published at least 15 Web of Science or Scopus indexed reputed Journals as First author or Corresponding Author
6. The University may appoint a person up to the age of 65 years as a Visiting Professor. However, the Vice-Chancellor may consider appointing Visiting Professors beyond the age of 65 years on merit of each case and report the same to the executive council including the internationalization centre.
7. The visiting faculty if self-approaching REVA University shall identify a host faculty through the Director of Internationalization Office at REVA University for the proposed visit, where the duration of visit shall be minimum of 30 consecutive days in an academic year.

#### **Screening Committee**

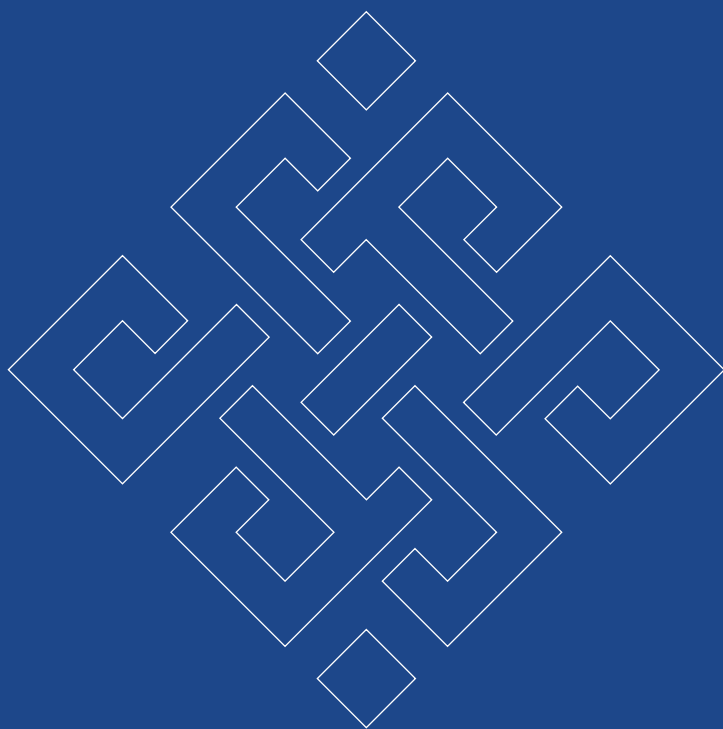
The applications for the above mentioned Visiting Professors and Adjunct Professors shall be examined by the Centre of International Relations in the first instance and forwarded for screening by a Screening Committee consisting of the following and its recommendations shall be placed before the Vice-Chancellor for approval:

- (a) Vice Chancellor
- (b) Registrar
- (c) Dean of IQAC
- (d) Dean of R& I
- (e) Director Internationalization Centre
- (f) Dean / Director of Specific school proposing visiting professor

The appointment letters will be by the Registrar of the university and should be marked a copy to the Hon'ble VC, Dean/ Director of Internationalization centre and All the Deans and Directors of the University.

In case of any enquiries, you may contact us at: [dir.ir@reva.edu.in](mailto:dir.ir@reva.edu.in)





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