



भारतीय प्रौद्योगिकी संस्थान कानपुर  
INDIAN INSTITUTE OF TECHNOLOGY KANPUR  
कार्यालय अधिष्ठाता संकाय  
OFFICE OF THE FACULTY AFFAIRS

No.DF/EF-00/2021-IITK/1445

2<sup>nd</sup> February 2021

OFFICE ORDER

**Subject: Emeritus Fellowship Scheme**

- Reference:** 1) Board Meeting 2013/1<sup>st</sup> on March 09, 2013.  
2) No. DF/EF-00/2013-IITK/832 dated April 11, 2013.  
3) No. DF/EF-00/2013-IITK/2073 dated June 04, 2013.  
4) Board Meeting 2018/2<sup>nd</sup> dated 27 June 2018, BoG 2018.2.22  
5) Board Meeting 2020/3<sup>rd</sup> dated 16 October 2020, BoG 2020.3.25

With reference to the above-mentioned BOG Minutes & Office Orders on the subject matter, the following is a consolidation of previous orders.

**EMERITUS FELLOWSHIP SCHEME**

**1. Norms and Conditions**

- I. The superannuating professor at the Institute considered for the fellowship award should have been actively engaged in teaching and research in the preceding five years.
- II. The fellowship will be awarded for a term of two years after superannuation. This may be further extended depending upon the performance evaluation that will be carried out every year.
- III. Each term of the award will start on the first day of July.
- IV. Emeritus Fellows will be paid consolidated honorarium. The consolidated honorarium to be paid to Emeritus Fellows will be fixed as: [pay reckoned for the purpose of fixing pension – pension fixed on superannuation] + Dearness Relief [as on the date of Superannuation].
- V. The consolidated honorarium paid to Emeritus Fellows is subject to revision from time to time with the approval of the Board.
- VI. An Emeritus Fellow will be provided facilities equivalent to professors in the Department to which he is attached.
- VII. Emeritus Fellows will not have any administrative responsibility.
- VIII. An Emeritus Fellow is required to undertake normal academic load.
- IX. Emeritus Fellows will be provided accommodation in faculty housing meant for the purpose on payment of the standard license fee.
- X. An Emeritus Fellow is expected to participate in sponsored research and consultancy activities in association with regular faculty members of the Institute. He or she cannot be a sole PI or supervisor of any project or student respectively. An Emeritus Fellow will need to share lab space with a faculty.
- XI. OPD medical facility at the Institute Health Centre to the Emeritus Fellows shall be provided at par with regular faculty of the Institute.



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- XII. **Leave:** An Emeritus Fellow will be entitled to Casual leave of 8 days per year and Annual Leave at the rate of 2<sup>1/2</sup> days for every completed month of work during the fellowship period. The Annual leave can be accumulated up to the maximum of 30 days at any time. No encashment of unused leave shall be admissible at the end of the tenure. Leave application is via the online portal.
- XIII. Emeritus Fellowship awards will not be against regular faculty positions.
- XIV. Emeritus Fellows will be under the administrative control of the Department Heads and Dean, Faculty Affairs.
- XV. Each Fellow is expected to submit before termination of the fellowship a report of his achievements during the fellowship period.
- XVI. A department at any given time can have at most 10% of its existing faculty strength as Emeritus Professor/Fellow, subject to a minimum of two.

**2. Selection Procedure**

- I. The DFAC of a department will make recommendation two years before a faculty member is due to retire in the month of January. This will allow sufficient time to a faculty member to plan the post-retirement activities.
- II. The DFAC recommendations will be discussed in a DFAC-IFAC meeting.
- III. IFAC will make a consolidated list of recommendations and will place before the board for ratification.
- IV. IFAC will be empowered to grant extension for such further term [up to the maximum age of 70 years] based on recommendations of DFAC.

All concerned are requested to take a note of the above.

**This office order collates, clarifies and supersedes all earlier orders.**

Professor Debasis Kundu  
Dean, Faculty Affairs

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1 Director	5 Registrar
2 Deputy Director	6 In Charge (F&A)
3 All Dean(s)	7 Estate Office
4 All Head (s) of Department(s)/IDPs/Centers	8 Head, Health Center