

Dated 16.11.2017

**Prof. Javaid Akhter**

Ph.D (Busn. Admn.), FDP-IIM(A)

**Registrar**



Cell : (0571) 2700220  
Fax : (0571) 2700528  
PBX : (0571) 2700920-23  
Extn. - 1121

E-mail : registrar.amu@amu.ac.in

**ALIGARH MUSLIM UNIVERSITY**  
**ALIGARH - 202002 (U.P.)**  
**INDIA**

No.F.113/XIIP/2015/DS/314

Dated: 14.01.2017

**Dr. Sultana Nurun Nahar**

Research Professor, Department of Astronomy,  
The Ohio State University, Columbus, OH 43210  
Email: [nahar.1@osu.edu](mailto:nahar.1@osu.edu).

Dear Madam,

In pursuance of the approval of the Vice-Chancellor and your concurrence, I am pleased to offer you an appointment as Adjunct Faculty at the Department of Physics, AMU, Aligarh, India.

You may continue on the said position for a minimum period of six months and a maximum of two years, subject to annual review. It may also please be noted that you will be allowed to make a total of six visits per Academic Year with minimum 5 days stay for each visit. You will be required to give series of Public Lectures during your stay to the students and faculty members of the AMU. It is also expected that you will mention the name of AMU as part of your affiliation in all the papers/ articles published during the stay.

You will be entitled for the following during your tenure as Adjunct Faculty at this University:

- i) Travel Cost : Once in an academic year as per entitlement.  
(from place of stay & back)
- ii) Free Lodging and Boarding in the University Guest House. No reimbursement for hiring accommodation.
- iii) Honorarium : Rs.1000/- per hour/ per lecture (maximum 4000/- a day) subject to a maximum of Rs.80,000/- per month.

The portion of the guidelines indicating roles and responsibilities of Adjunct Faculty is being enclosed herewith.

Looking forward to see you soon at Aligarh.

With regards,

Sincerely yours,

  
Chairperson  
Department of Physics  
A.M.U., Aligarh

  
(Prof. Javaid Akhter)  
REGISTRAR

Encls: As above.

No.F.113/XIIP/2015/DS/314

Dated: 14.01.2017

**Copy to:**

1. Chairman, Department of Physics
2. Finance Officer
3. Prof. S. Imtiaz Hasnain, Chairman, Committee to Monitor the Academic Progression and Ranking of the University.
4. Coordinator, Internal Quality Assurance Cell
5. Joint Finance Officer (Budget/ Grant/ Salary)
6. Joint Registrar (Councils/ Records/ Accounts)
7. Assistant Registrar, VC Secretariat/ PVC Secretariat
8. P.S. to the Registrar
9. MIC Guest House

  
14/1/17  
**REGISTRAR**

#### 4. Roles and Responsibilities:

The empanelled adjunct faculty is expected to undertake following assignments:

##### 4.1. Teaching:

- i) **Conventional Higher Education Courses:** Adjunct faculty will be expected to teach courses directly related to his specific expertise and professional experience or the areas of his specialization. He may also contribute to the institution's activities like counseling of students, developing new course(s) and pedagogical improvements.
- ii) **Skill based Vocational Courses:** The core courses pertaining to specialized skills / trades may be imparted by the adjunct faculty from industry, Sector Skill Councils approved trainers or other persons with appropriate skill proficiency. Such faculty, imparting education and training to learners in skill based courses, should have relevant NSQF qualifications, preferably certified by the relevant Sector Skill Council.
- iii) **Research Courses:** Adjunct faculty may also be involved in the M.Phil / Ph.D. coursework based on his professional and research proficiency adjudged by the concerned institution.

**4.2. Training:** Adjunct faculty will be expected to facilitate the setting of workshops and labs, providing hands on training in the relevant domain areas, development of soft skills, and focus on ensuring competency based learning outcomes among students.

**4.3. Research:** Adjunct faculty is expected to interact with and supervise the research students in the area of his specialization or professional proficiency. However, there should be preferably one core faculty member associated as Supervisor / Cosupervisor for smooth induction and coordination of academic procedures. The adjunct faculty may lack a traditional academic background in such case, they are not expected to contribute to the institution's research and creative mission by participating in traditional scholarly activities (i.e. they are not expected to conduct independent research and/or publish in peer-reviewed journals). Instead, he may participate by advising faculty on their research projects, serving as a liaison between the institutions and industry or government entities to identify research and/or funding opportunities or by working with faculty to identify research projects that would benefit private industry and/or government entities.

**4.4. Services:** Adjunct faculty is also expected to actively participate in service-related activities, such as sitting on departmental committees, serving as advisors to faculty and/or undergraduate and post graduate students, helping students network, and active collaboration with the industry / employer providing internship and job opportunities.





Sultana N. Nahar  
Department of Astronomy

McPherson Laboratory  
140 W. 18th Avenue  
Columbus, Ohio 43210-1173

Phone: 614-292-1888

FAX: 614-292-2928

Email: [nahar.1@osu.edu](mailto:nahar.1@osu.edu)

Website: <http://www.astronomy.ohio-state.edu/~nahar>

To:

Professor Javaid Akhter  
Registrar  
Aligarh Muslim University  
Aligarh, Uttar Pradesh, India

March 4, 2017

Ref: Acceptance of the position of an Adjunct Faculty in the Department of Physics of Aligarh Muslim University, Uttar Pradesh, India

Dear Professor Javaid Akhter,

Assalamu alaikum.

I would like to thank very much Vice Chancellor Zameer Uddin Shah for approving and you for offering the appointment as Adjunct Faculty in the Physics Department of Aligarh Muslim University. I am very much honored and pleased to accept the appointment. I have been working with the Physics Department since 2011 and familiar with it. I will remain committed to my position as an Adjunct Faculty in the Department.

I will arrive at Aligarh Muslim University on March 6. and would like to assume my position from this same day.

As scheduled, I will be teaching the subjects of Unit 1 of Atomic, Molecular and Laser Physics for M.Sc. classes with emphasis on research. I also plan to run a computational workshop for the class using the facilities of Ohio Supercomputer Center.

Dr. Hala, currently serving as a Guest Teacher in the Physics Department of AMU, for whom I was the co-advisor from the Ohio State University under the Obama-Singh STEM ER project for her Ph.D. thesis will be working with me on a research paper during my visit. I will also be helping a post-graduate student Abdul Wajid for his project on spectroscopy.

Look forward to a productive time during the tenureship of the position.

Best regards and wishes,

Prof Sultana N. Nahar

Associate Director: USIEF STEM Education and Research Faculty Training Project

Website: <http://www.astronomy.ohio-state.edu/~nahar>

*Prof. Javaid Akhter*  
Ph.D (Busn. Admn.), FDP-IIM(A)  
*Registrar*



Off : (0571) 2700220  
Fax : (0571) 2700528  
PBX : (0571) 2700920-23  
Extn. - 1121  
E-mail : registrar.amu@amu.ac.in

**ALIGARH MUSLIM UNIVERSITY**  
**ALIGARH - 202002 (U.P.)**  
**INDIA**

March 8, 2017

**TO WHOM IT MAY CONCERN**

This is to certify that Aligarh Muslim University has offered an appointment to Dr. Sultana Nurun Nahar as Adjunct Faculty at the Department of Physics in the University.

She is staying in Room No. 7 in the University Guest House No. 1. She will stay currently in the University for one month and will be the University Guest.

(Prof. Javaid Akhter)  
Registrar



Sultana N. Nahar  
Department of Astronomy

McPherson Laboratory  
140 W. 18th Avenue  
Columbus, Ohio 43210-1173

Phone: 614-292-1888

FAX: 614-292-2928

Email: nahar.1@osu.edu

Website: <http://www.astronomy.ohio-state.edu/~nahar>

To:

Professor Javed Akhtar  
Registrar  
Aligarh Muslim University  
Aligarh, Uttar Pradesh 202002, India

March 28, 2017

Ref: Sultana N Nahar: SBI account information to deposit AMU checks

Dear Professor Javid Akhtar,

Assalamu alaikum.

Following your suggestion to encash the checks from Aligarh Muslim University I have opened the following account at SBI at AMU branch

Name: Sultana Nurun Nahar

Account: 36625392672

CIF No. 89690733574

IFSC: SBIN0005555

I will be at the Ohio State University when the check for me will be issued. Since I will be at AMU for certain period of time every year, this situation is expected to occur in every visit. I would appreciate if you could instruct financial office for transferring the remuneration from AMU to my SBI account.

Thank you and best regards,

Prof Sultana N. Nahar