UGC – MALAVIYA MISSION TEACHER TRAINING CENTRE (MMTTC)

Ref.: MANUU/UGC-MMTTC/F.117/2025-26/ **29th September, 2025**

CIRCULAR

Sub: MANUU-UGC-MMTTC - Call for Course Proposals for Global Initiative of Academic Networks (GIAN) – under Phase-V Proposals – Reg.

Ref: Approval of the Competent Authority dated: 26th September, 2025;

All the faculty members of MANUU are invited to submit Course Proposals for Global Initiative Academic Netoworks (GIAN) Programme of Government of India. The interested faculty members are requested to express their interest by sending an email to the Local Coordinator at saneemf@manuu.edu.in.

Procedure for Submission of Proposals as per the Phase V guidelines:

Step 1: Refer the Guidelines as per Annexure – 1;

Step 2: Identify and contact a foreign faculty member to collaborate with you on a Course Proposal in broad thematic areas.

Step 3: Prepare the Course Proposal as per the instructions mentioned in working manual for Course Coordinator and sample of Course Proposal as per Annexure – 2;

Step 4: Send your expression of interest from your official email ID to the Local Coordinator (saneemf@manuu.edu.in) requesting an invitation link for proposal submission.

Step 5: The Local Coordinator will provide the invitation link to your official email ID, enabling you to submit your proposal.

Step 6: Once submitted, the Local Coordinator will review and forward your proposal to the Central Coordinator for further scrutiny.

Important Notes:

1. Each institute may submit a maximum of 40 proposals under GIAN Phase-V.
2. Each course coordinator may submit up to two proposals.
3. For detailed information, please visit: https://gian.iith.ac.in/.
4. The last date for submission of proposals is 6th October, 2025.

Sd/-
Prof. Saneen Fatima
Local Coordinator
GIAN Programme, MANUU

Annexure-1

Global Initiative for Academic Networking (GIAN) Phase V Guidelines

1. Eligibility of participation:

a. All Institutions which had already participated in GIAN Phases I to IV.
b. All institutions that are in the top 200 institutes in NIRF overall ranking (https://www.nirfindia.org/Rankings/2024/OverallRanking.html).
c. All centrally funded institutes.(List of CFI's)
d. Only permanent faculty of participating institutes can submit a proposal.
e. An institute is permitted to submit a maximum of 40 proposals with a maximum of 2 proposals per host faculty/course coordinator in this phase.
f. The foreign faculty should be holding a passport of any country other than India or should have a permanent foreign affiliation.
g. Association of each foreign faculty/expert will be restricted to a maximum of 2 distinctly different proposals in a phase.

2. Proposal Guidelines:

a. The course proposals should have a duration of either 5 days or 10 days.
b. The course can be conducted in virtual or in-person mode. If the foreign expert is visiting the host institute to teach the course, it will be classified as in-person mode, otherwise, it will be classified as virtual mode.
c. The minimum number of lecture hours (excluding tutorial/practical) should be 12.
d. Normally, course proposals are expected to be between 12-14 lecture hours in a 5-day course and 24-28 lecture hours in a 10-day course. More than 14 hours of lectures covered in 5 days will be considered as a 5-day course.
e. Course proposals of more than 10-day duration/28 lectures and less than 2 months duration can be allowed with no extra financial support.
f. Minimum 60% of the lectures should be taught by the foreign faculty.

3. Funding Guidelines

i) Common guidelines for in-person and virtual mode courses:

a. The host faculty and other Indian instructors may get an honorarium at the rate of 5,000/- per lecture hour and 3,000/- per tutorial hour for a course.
b. A maximum of Rs. 5,000/- per course may be earmarked to the local coordinator for office expenses and honorarium, from the contingency expense of the course.
c. Institutes/universities not funded by central or state governments should submit utilization certificates signed by a chartered accountant in practice. Institutes/universities funded by central or state governments can submit utilization certificates signed by the competent authority at the institute.
d. Rs. 86 per USD will be paid for each course irrespective of the actual conversion rate for phase V courses approved in FY 2025-26.
e. USD to INR rate of conversion as on the 1st of April, 2026 will be used for courses approved in FY 2026-27.
f. Appropriate TDS should be deducted from the honoraria of respective recipients. The TDS rules for foreign recipients can be found here (TDS on Payment of Honoraria to Foreign Experts (Non-Resident).

ii) For courses being conducted in in-person mode:

a. A total of USD 8,000 (for a 5-day course) and USD 12,000 (for a 10-day course) will be sanctioned for the GIAN course to support (i) travel and honorarium for the foreign faculty (ii) honorarium for the host faculty & local coordinator (iii) incidental/contingency expenses including video recording.
b. Head A: Contingency expenses including video recording, honoraria for teaching assistants and volunteers, printing & stationery expenses, food and refreshment expenses of participants, chartered accountant's fee and other expenses should not exceed 35% of the total sanctioned funds. Any surplus amount in Head A can be moved to Head B.

c. Head B: The remaining amount can be utilized for travel and honoraria of foreign faculty and other Indian resource persons.
d. There are no additional head-wise restrictions on the fund utilization.

iii) For courses being conducted in virtual mode:
a. The total funding for the course will be USD 3,500 for a 5-day course and USD 6,500 for a 10-day course. This includes contingency and honoraria for all the course instructors.
b. The foreign faculty is not entitled to get a travel allowance.
c. Head A: A maximum of Rs. 30,000/- can be earmarked as a contingency fund for the course. Contingency should cover all expenses other than honoraria for the speakers including the chartered accountant's fee for preparing the UC.
d. Head B: The remaining amount can be utilized for honoraria of foreign faculty and other Indian resource persons. Honorarium for foreign faculty in virtual mode will be limited to USD 250 per hour.

4. Proposal Reviewing Mechanism:
a. Each proposal will be reviewed by subject experts selected by the chairperson of the respective sectional committee. The sectional committee chairs will give a recommendation to each course proposal.
b. Recommended proposals will be approved by the GIAN Implementation Committee.
c. The sanction orders for the approved courses will be issued by the National Coordinating Institute.
d. Each reviewer would be paid Rs. 2,000/- per review if completed within the stipulated time.
e. The chairperson of the sectional committee would be paid Rs. 1,000/- per proposal for coordinating the review process and timely recommendation of the proposal to the national coordinator.
f. National Coordinator/Co-Coordinator/coordinating agency would be paid Rs. 1,000/- per submitted proposal for overall coordination of the GIAN program.
g. In-person courses will be given priority.
h. Foreign experts who have not participated in GIAN or SPARC programs in the past will be given priority.
i. Proposals from institutes in aspirational districts will be given priority. The list of aspirational districts can be found here. (Aspirational districts)

5. Guidelines for the conduct of approved GIAN courses:
i) **Common guidelines for in-person and virtual mode courses:**
a. The host institute should ensure that the approved courses are conducted as per the terms and conditions of GIAN and in adherence to the details in the proposal.
b. As soon as the course is approved and the sanction letter is issued, the course coordinator needs to submit the course brochure (as per the template available on the website) with final dates - in consultation with foreign faculty - within 15 days
c. The courses offered by a host institution should be made available for participation from other institutions. At least 20 participants should attend the course and at least 10 participants should be from outside the host institute. In case the institute fails to receive adequate participation, the course coordinator and local coordinator need to provide an explanation of what special efforts were made to increase the participation.
d. Live webcast and video recording of all courses is mandatory. Live webcast links for the course should be shared with the National Coordinating Institute for monitoring. The recording should be of high quality. The local coordinator should make sure that the video and audio quality is satisfactory.
e. The recorded videos and course material will be placed on GIAN website for public consumption.
f. Collection and submission of feedback from (feedback form template) participants for each course is mandatory.
g. Collection of feedback from and foreign experts (foreign expert feedback form template) for each course is mandatory.
h. Conduct of examination or continuous evaluation including quizzes and assignments are required for participants wishing to get graded for the course.

i. Course lectures may be telecast through the Swayam Prabha Channels for which the EMRCs may be authorized/ equipped by providing inputs as desired. Necessary consent from the faculty should be obtained for telecasting the lectures through Swayam Prabha Channels.
j. A copy of the lecture notes and video recording of all the lectures and tutorials to be sent to the national coordination team within one month of course completion in the required format (video recording guidelines and lecture wise videos format). The local coordinator should also maintain a repository of all the course material.
k. Registration fee from student participants should not be more than Rs. 2,000 for a 1-week course and Rs. 4,000 for a 2-weeks course. The host institute can apply any additional conditions on the collection and utilization of the registration fee.
l. Since the intent of the GIAN course would be to nucleate opportunities for collaboration with the host department/ institute, the Foreign Expert may also be asked to present an institute- level talk on the research theme. Online meetings with interested faculty to explore collaborative opportunities may be held. Also, a document highlighting these opportunities as well as a tentative plan on how they will be pursued (i.e., funding agencies, student and/or faculty exchange, joint industry workshops, …) may be outlined in the document by the course coordinator/ Local Coordinator.
m. A course approved for in-person mode may be changed to virtual mode by making a request to the National Coordinator along with a proper justification.
n. The course coordinator/ local coordinator of the host institute should submit the course completion report (containing recorded course lectures, course material, attendance sheets, feedback forms, utilization certificate and other forms) within 30 days of the completion of the course in the GIAN portal.

ii) **For in-person mode:**

a. The foreign expert as well as most of the participants should join in-person.
b. The type of visa applicable for the foreign expert will typically be a Business Visa. An invitation letter to the foreign expert for the purpose of a VISA will be issued by the Head of the host institute. Foreign expert faculty who have an overseas citizen of India (OCI) card, are however exempted from this requirement.
c. These applicable travel guidelines (travel and visa guidelines) should be followed for an in-person course.

iii) **For virtual mode:**

a. Foreign faculty/experts are permitted to teach GIAN courses in virtual mode. The course coordinator should arrange to stream the lectures live as well as record them. Streaming of pre-recorded lectures is not permitted.
b. Students may attend the GIAN courses in virtual mode or in-person mode.
c. An appropriate mechanism (such as screenshots of all the participants) should be used to take attendance of course participants every day.

Annexure-2

Sample of Course Proposal for Global Initiative of Academic Networks (GIAN)

<COURSE TITLE>

1.0 Overview

<Sample overview: In today's highly competitive business environment, management of physical assets (their selection, maintenance, inspection and renewal) plays a key role in determining operational performance and profitability of any business unit, manufacturing plant or industry that operate assets as a part of their core business. Asset Management, being the art and science of making right decisions and optimizing these processes, attempts to minimize the total life cost of assets and directly or indirectly influences manufacturing/production/operation/service cost, processes and quality, and throughput or delivery time. There is particular interest in the application of asset management principles to the management of engineering systems in any industrial unit where the cost and performance of the assets are of major significance.

Asset Management for any engineering system needs to focus on maintenance, renewal and enhancement activities, with an integrating mechanism, on delivering sustainable outputs valued by customers and fund-ing providers at the lowest whole-life cost emphasizing on creating knowledge of how assets degrade and fail to optimize maintenance and renewal interventions. It is essential that industries across India, many organizations of which being asset-intensive, promote a consistent asset management approach to their infrastructures and systems in overall manufacturing, production and supply chain domain to develop their own methods, standards and framework for achieving excellence in business performance.>

2.0 Objectives

The primary objectives of the course are as follows:

<i) Exposing participants to the fundamentals of asset management practices,

ii) Building in confidence and capability amongst the participants in the application of asset management tools and techniques and mapping the organizational activities and problems in terms of Asset Management framework,

iii) Providing exposure to practical problems and their solutions, through case studies and live projects in asset management,

iv) Enhancing the capability of the participants to identify, control and remove asset management-related problems in engineering system.>

3.0 Teaching Faculty with allotment of Lectures and Tutorials

1. **Prof. <Foreign Expert>: _ hrs lectures and _ hrs tutorials**
2. **Prof. <Host Faculty> : _ hrs lectures and _ hrs tutorials**
3. **Prof. <other speakers>: ___hrs lectures and ___ hrs tutorials**

4.0 Course details

4.1 Tentative Duration: <date-month– date-month, year> (_ days) : _ (total) hrs lectures and _ (total) hrs Tutorials

4.2 Tentative Lecture Schedule

Day1

Lecture 1: 1 hrs: <Faculty name>

Process Design Paradigm, Process Synthesis Approaches, Hierarchical Systematic Generation Task Coordination and Integration

Lecture 2: 1 hrs : <Faculty name>

Residue Curve Theory, Separation Scheme Synthesis and Other Uses for Residue Curves, Opportunistic Separation Scheme Synthesis,

Tutorial 1: 2 hrs: <Faculty name>

Problem solving session with examples: Heat Exchanger Networks, Heat-Integrated Distillation, Process Flowsheet Intensification

Day 2

Lecture 3 : 1 hrs: <Faculty name>

Challenges for Means-Ends Analysis Approaches, Strategic Separation Scheme Synthesis for Nonideal Systems
Lecture 4:1 hrs: <Faculty name>
Residue Curve Theory, Separation Scheme Synthesis and Other Uses for Residue Curves, Opportunistic Separation Scheme Synthesis,
Tutorial 2: 2 hrs: <Faculty name>
Problem solving session with examples: Heat Exchanger Networks, Heat-Integrated Distillation, Process Flowsheet Intensification

Day 3
Lecture 5 : 1 hrs: <Faculty name>
Process Design Paradigm, Process Synthesis Approaches, Hierarchical Systematic Generation Task Coordination and Integration
Lecture 6: 1 hrs<Faculty name>
Residue Curve Theory, Separation Scheme Synthesis and Other Uses for Residue Curves, Opportunistic Separation Scheme Synthesis,
Tutorial 3.: 2 hrs: <Faculty name>
Problem solving session with examples: Heat Exchanger Networks, Heat-Integrated Distillation, Process Flowsheet Intensification

Day 4
Lecture 7 : 1 hrs: <Faculty name>
Challenges for Means-Ends Analysis Approaches, Strategic Separation Scheme Synthesis for Nonideal Systems
Lecture 8: 1 hrs: <Faculty name>
Residue Curve Theory, Separation Scheme Synthesis and Other Uses for Residue Curves, Opportunistic Separation Scheme Synthesis,
Tutorial 4: 2 hrs: <Faculty name>
Problem solving session with examples: Heat Exchanger Networks, Heat-Integrated Distillation, Process Flowsheet Intensification

Day 5
Lecture 9: 1 hrs: <Faculty name>
Nonlinear Optimization of distillation columns, Formulation of optimization problem, Solution techniques
Lecture 10: 1 hrs: <Faculty name>
Nonlinear optimization of Heat Exchanger Networks
Tutorial 5: 2 hrs: <Faculty name>
Problem solving on nonlinear optimization of distillation column and heat exchanger networks
Date of Examination: <Date Month, Year>

5.0 Who can attend

<• Executives, engineers and researchers from manufacturing, service and government organizations including R&D laboratories.
• Student students at all levels (BTech/MSc/MTech/PhD) or Faculty from reputed academic institutions and technical institutions. >

Course Coordinator
(signature)

Professor < Name of Coordinator>
Course Coordinator
<Designation>
<Department>
<Institute>

<Mobile no.>
<email id>

Co- Coordinator

(signature)

Professor < Name of Co-Coordinator>
Co-Coordinator
<Designation>
<Department>
<Institute>
<Mobile no.>
<email id>