



अंतर-विश्वविद्यालय केंद्र : खगोलविज्ञान और खगोलभौतिकी

IUCAA

Inter-University Centre For Astronomy And Astrophysics

An Autonomous Institution of the University Grants Commission

Prof. Kandaswamy Subramanian

Dean, Visitor Academic Programmes

August 5, 2019

**By Speed-Post**

**Dr. Moon Moon Devi**

Assistant Professor,  
Department of Physics,  
Tezpur University,  
Napaam,  
Sonitpur -784 028,

Assam.

Dear Dr. Devi,

It gives me great pleasure to invite you, on behalf of the Governing Board and Director of IUCAA to become a Visiting Associate of IUCAA from August 1, 2019 for a period of three years. I hope that you will be able to accept this invitation.

The purpose of the Associateship Programme is to help university and college faculty members in their research projects and to encourage interaction between them and the IUCAA faculty. Those selected as Visiting Associates are encouraged to visit IUCAA regularly and to actively participate in the Centre's programmes.

I am enclosing along with this letter of invitation (1) a copy of the letter I have sent to the Vice-Chancellor of your University, explaining the programme and requesting him/her to treat your visits to IUCAA under this programme as "on duty", (2) a copy of a letter sent in September 2, 2004 to the Vice-Chancellors of different universities by Professor Arun Nigavekar, the then Chairman of the University Grants Commission (UGC). You may use these letters when you apply for leave for visits to IUCAA, if you find that necessary.

I shall look forward to your response to this letter of invitation and hope that IUCAA will benefit from your regular visits, participation and advice. The Terms and Conditions of the Associateship Programme are enclosed along with this letter.

With kind regards,

Sincerely,

*Kandaswamy Subramanian*

**Professor Kandaswamy Subramanian**

Encl : (1) Copy of the letter sent to the Vice-Chancellor of your University; (2) Copy of the letter sent by UGC; (3) Terms and Conditions of the Associateship Programme.

**Mailing Address** : IUCAA, Post Bag 4, Ganeshkhind, Pune - 411 007, India.



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Prof. Kandaswamy Subramanian  
Dean, Visitor Academic Programmes

August 5, 2019.

The Vice-Chancellor,  
Tezpur University,  
Napaam, Sonitpur,  
Tezpur - 784 028

Dear Sir / Madam,

As you are aware, the Inter-University Centre for Astronomy and Astrophysics (IUCAA) has been set up by the University Grants Commission (UGC) to promote and nucleate astronomy and astrophysics in the universities and affiliated colleges. To this end, IUCAA has launched a number of programmes on its campus at Pune and also on the campuses of various universities and colleges. In particular, arrangements have been made to facilitate the usage by interested students and faculty of universities and colleges of centralized facilities at Pune, such as an advanced Computer Centre with High Performance Computing facility, a state-of-the-art library, the Instrumentation Laboratory and observational facilities including the South African Large Telescope (SALT) at Sutherland. IUCAA is also involved in a number of large projects of national and international importance like ASTROSAT, LIGO-India, the Thirty Metre Telescope, etc.

One major activity in this context is the **Associateship Programme**. Under this programme, faculty members of universities and colleges, who are made **Visiting Associates of IUCAA**, can make visits to IUCAA for specified periods to participate in the teaching research and development activities in astronomy and astrophysics. For such purposes, the universities and colleges are encouraged to regard IUCAA as their field station, whose facilities are at their disposal. Indeed, Professor Arun Nigavekar, the then Chairman of the UGC, has written in 2004 to all the university Vice-Chancellors urging them to look upon IUCAA in this spirit and to make it possible for the Visiting Associates to use its facilities to the maximum extent possible. I enclose for your ready reference a copy of this letter from the Chairman.

As part of the Associateship Programme, IUCAA has selected 20 new Visiting Associates this year and has extended the term of 38 Visiting Associates for a further period of three years. I am happy to inform you that **Dr. Moon Moon Devi** from your University has been selected a Visiting Associate for three years from August 1, 2019. Under the Associateship Programme, IUCAA will pay the travel and per diem of the Visiting Associates coming to IUCAA for their scientific work.

I do hope that you will encourage Dr. Devi to take advantage of this offer. I request you to treat Dr. Devi's stay at IUCAA as a part of her duties and to provide her with leave as "on duty" so that she can make good use of her Associateship. I enclose the Terms and Conditions of the Associateship Programme for your information.

With kind regards,

Sincerely,

*Kandaswamy Subramanian*

**Prof. Kandaswamy Subramanian**

Encl : (i) UGC Chairman's Letter. (ii) Terms and Conditions of Associateship Programme.  
cc : Dr. Moon Moon Devi, Tezpur University, Assam.

**Mailing Address :** IUCAA, Post Bag 4, Ganeshkhind, Pune - 411 007, India.  
**Location :** Meghnad Saha Road, Pune University Campus, Pune - 411 007.  
**Phone :** +91 (20) 25604 100 • **Fax :** +91 (20) 25604 699  
**E-mail :** kandu@iucaa.ernet.in • **URL :** http://www.iucaa.ernet.in/

डॉ. अरुण निगवेकर

अध्यक्ष

*Dr. Arun Nigavekar*

Chairman



विश्वविद्यालय अनुदान आयोग

बहादुर शाह जफर मार्ग, नई दिल्ली 110 002

UNIVERSITY GRANTS COMMISSION

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D.O. No. F.1-11/2004 (CM/IUC)

September 2, 2004

Dear

The University Grants Commission has set up a number of Inter-University Centres and Consortia in order to provide front line research and developmental facilities to the staff and students from universities and colleges in selected thrust areas. It is extremely important, therefore, that the prospective users of the Inter-University Centres are freely permitted to participate in their various programmes as if they are "on duty". In some universities, it is noted that the scholars' visits were not considered as on duty.

Amongst such Centres, the Inter-University Centre for Astronomy and Astrophysics (IUCAA) has an Associateship programme under which selected Associates from universities and colleges are invited to visit IUCAA as Associates of the Centre. Each Associate has a tenure of three years, which can be renewed depending on his/her performance, in teaching, research and developmental activities. It is understood that during these three years, the Associate visits IUCAA several times for visits of at least two weeks duration at a time, without compromising with his/her lecturing and other duties in the parent institution. Their visits are fully covered by IUCAA and hence has no financial implication to the university/college.

IUCAA has a number of facilities like an excellent Library, state of the art Computer Centre, Virtual Observatory as well as an Instrumentation Laboratory where the university staff members can make their own instruments as well as participate in collaborative instrumentation projects. As of now, IUCAA has over eighty Associates on its roll. In order to improve their efficiency, it is important that they are permitted to take advantage of these facilities as much as possible.

I, therefore, urge you to facilitate the participation of Associates from your Institution in the above programme by treating their leave of absence as on duty when they visit IUCAA, which is specifically created by the University Grants Commission as a common facility for all universities.

With kind regards,

Yours sincerely,

(Arun Nigavekar)

To the Vice Chancellors of 150 UGC Funded Universities

Copy to:

- ✓ Prof. Naresh Dadhich, Director, Inter University Centre for Astronomy and Astrophysics, IUCAA, Post Box No. 4, Ganeshkhind Road, Pune - 411 007.
- Dr. P. Prakash, JS (T/IUC), UGC, New Delhi.

## TERMS AND CONDITIONS OF IUCAA's ASSOCIATESHIP PROGRAMME

- Visiting Associateship is awarded to a faculty member of a college, university department or institution, which has the status of a university recognized by the UGC.
- Visiting Associateship is awarded for a period of three years at a time. If a Visiting Associate ceases to have a formal link with a college or university during the period of an Associateship, then the Associateship stands terminated. Information regarding such a change should be conveyed to the Dean, Visitor Academic Programmes.
- A Visiting Associate can visit IUCAA a maximum of three times as an Associate during each academic year, which extends from August 1 to July 31. There has to be at least one visit during each academic year.
- A visit under the Visiting Associateship programme has to be preferably at least of 15 days duration. A maximum of 150 days can be spent at IUCAA during any one academic year.
- During the three year period of a Visiting Associateship, there can be a maximum of six visits, totally to a maximum of 365 days.
- **Travel:** It is expected that journeys will generally be by air or rail or road by the direct shortest route. All Visiting Associates are entitled to travel by train AC-II tier. Travel reimbursement will only be to the extent of the actual class of travel upto AC-II tier. The claimant will have to produce to and fro tickets/copies of tickets.

Limited funds are available for air travel of Visiting Associates. Air travel may be permitted subject to the following conditions:

- (a) Grade Pay of the claimant is at least Rs. 5400/- or equivalent per month.
- (b) The claimant stays at IUCAA for a minimum of 15 days.
- (c) Air travel should be by Air India flights only as per GOI rules.

Even when these conditions are satisfied, prior approval from the Dean, Visitor Academic Programmes will have to be obtained. Air travel over special sectors, especially in the North-Eastern parts of the country, may be permitted even when the conditions (a) and (b) are not met. Details about this may be had from the Administrative Officer (Visitor Services). The air travel will have to be by the shortest direct route. Those who are not eligible for air travel can choose to travel by air with the understanding that they will be reimbursed only to the extent of eligible train fare or actual air fare, whichever is lower.

- **Daily Allowance (DA):** Visiting Associates are paid DA @ Rs. 500/- per day with free lodging. Charges for Canteen, Cable TV and cooking gas, wherever applicable, will be recovered.
- **Acknowledgement :** Visiting Associates should not give IUCAA as their affiliation. But those who use the IUCAA facilities for research work leading to publications should acknowledge IUCAA in their publication.
- **Accommodation :** We try to ensure that Visiting Associates are accommodated whenever they wish to visit IUCAA. However, there is very high demand during vacations, when most visitors like to come to IUCAA. All intending visitors are, therefore, urged to write to us about their plans for a stay at IUCAA at least two months in advance. This is particularly necessary for family accommodation, since the number of units, which can accommodate families is very limited. Please write to us well in advance with alternative dates and await confirmation from us. You will be guaranteed accommodation on arrival at IUCAA only if you have a word of confirmation sent by us.
- **Visit by research students of Visiting Associates:** The students should write to the Dean, Visitor Academic Programmes, along with a copy of their bio-data, proposed plan of work at IUCAA, and a recommendation by the concerned Visiting Associate.

At a given time, only one student of a Visiting Associate can visit IUCAA. It is not essential for the guide/the concerned Visiting Associate to be present at the time of a student's visit, except for students who are visiting for the first time.

The DA entitlement for research students (registered for M. Phil/Ph.D.) is Rs. 250/- per day with free lodging, and canteen will be charged. They are entitled to travel by train by AC Chair Car or AC -III tier by the direct shortest route. Travel by AC-II tier will be permitted only if the trains on the shortest route do not have any of the above classes. The tickets/copies of the tickets will have to be submitted with the claim. However, the following provisions apply: