

Guidelines for Academic & Administrative Development Centres (AADC)

Introduction

As the third largest higher education system in the world, Indian higher education continues to serve learners across diverse geographies while striving to achieve a 50% GER by 2035. This goal requires not only stronger infrastructure and inclusive policies, but also continuous upskilling, reskilling, and knowledge renewal among faculty and administrative personnel so that higher education remains future-ready. While initiatives such as UGC-HRDCs and AICTE-ATAL have contributed to faculty development, a gap still remains between the scale of training required and the opportunities available, especially for administrative staff and emerging areas such as digital governance, Indian Knowledge Systems, and AI-enabled education.

In this context, the Association of Indian Universities (AIU) proposes to establish Academic & Administrative Development Centres (AADC) **in collaboration with universities and autonomous colleges across India**. The AADC initiative is intended to support member universities as a service-oriented platform for capacity building, innovation, and professional development, with AIU providing seed support of Rupees One Lakh for setting up the Centre.

Objectives

AADC aims to:

- Enhance digital literacy, e-governance, and AI application in administration and pedagogy.
- Foster continuous professional development for faculty, administrative, technical, and library staff.
- Promote innovative teaching, interdisciplinary research, and academic integrity.
- Strengthen quality assurance, institutional leadership, and strategic planning.
- Facilitate the implementation of NEP 2020, Indian Knowledge Systems (IKS), and SDG goals.

Thrust Areas & Participants

Programmes are short-term (5 days), delivered via online, hybrid, or in-person modes. Key focus areas include e-content creation, research publication, project management, IKS integration, leadership development, and best practice documentation. Participants include entry-level to senior faculty, research scholars, academic leaders, and administrative/technical personnel.

Financial Model

AIU will provide a seed grant of Rupees One Lakh to selected institutions based on competitive scrutiny of submitted proposals. The fee structure proposed by the host institution should cover resource persons' honorarium, course material, and boarding arrangements for participants, while the venue and subsidized accommodation are to be borne by the host university.

Operational Guidelines

- **Establishment:** Institutions must enter into an MoU with AIU.
- **Governance:** Each AADC requires an Advisory Committee chaired by the Vice Chancellor, including an AIU Nodal Officer, IQAC members, senior academics/administrators, and external experts.
- **Coordination:** The Vice Chancellor shall appoint a Coordinator (Associate Professor rank or above) to serve as the Committee Secretary.
- **Infrastructure:** Institutions must provide dedicated space and infrastructure, including a web page for programme calendars, reports, and updates.
- **Staffing:** Centres are expected to utilize internal teaching, non-teaching, and technical staff resources.
- **No. of Programmes:** Each AADC is required to conduct at least 5 FDPs of five days' duration. Out of these, one programme must be conducted in physical mode and one should be specifically designed for administrators.