



# **SRI BALAJI VIDYAPEETH**

(ACCREDITED WITH 'A' GRADE IN THE FIRST CYCLE BY NAAC)

Pillaiyarkuppam, Pondicherry - 607 402

## **SBV POLICY ON PROMOTION FOR FACULTY**

**2019**

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(DEEMED -TO -BE- UNIVERSITY)

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## **TITLE AND APPLICABILITY: SBV POLICY ON PROMOTION FOR FACULTY - 2019**

The Policy on Promotions made at the constituent colleges / centres of Sri Balaji Vidyapeeth (SBV) henceforth will be known as “SBV POLICY ON PROMOTION FOR FACULTY - 2019”,

### **PREAMBLE**

Sri Balaji Vidyapeeth (SBV), a deemed to be University is accredited with A Grade by NAAC and has been consistently figuring among the top 100 Universities in India by NIRF – India ranking. Endowed with two medical colleges, one dental college, two nursing colleges, School of Pharmacy and faculty of Allied Health Sciences, SBV is well aware of the contributions made by the faculty members. Career advancements is an inherent component in professional development that is enabled at three levels, at the level of the institute, at the level of the University and at the level fully in compliance with the requirements and stipulations laid down by the statutory and regulatory councils / commission.

### **PURPOSE**

The purpose of this policy is to establish clear guidelines and procedures for the promotion of the Faculty of the constituent colleges and centers of Sri Balaji Vidyapeeth, based on applicability of statutory norms laid down by Medical Council of India, Dental Council of India, Indian Nursing Council and University Grants Commission, from time to time. SBV is committed to career mobility of professional staff and faculty members and to provide promotional opportunities to qualified individuals.

### **SCOPE**

The Scope of the Policy centres around the various domains of faculty appointments with particular reference to statutory and non-statutory requirements. The underlined principles of this policy besides statutory requirement are both need based (at the constituent colleges) and value added (at the designated centres). The guidelines for promotion of faculty is based on Academic Performance Indicator that takes into holistic account the contributions in the frontiers of academics, research and patient care. In addition co-curricular and extra-curricular attributes of

the faculty at all the three cadres (Assistant Professor, associate Professor and Professor) would be taken into due consideration.

#### **APPLICABILITY**

This policy applies to all professionals and faculty members in an administrative/ functional role employed in the University and its constituent colleges/centers and who are covered under the relevant statutory bodies.

#### **DEFINITION OF PROMOTION**

Promotion is an advancement involving a change of classification for an individual within or between budgetary units, which may or may not involve a salary increase, and/or a salary grade change. To be promoted, the concerned Faculty/Professional must meet the minimum qualifications or minimum standards required for the job title or position.

#### **PROCEDURES**

If a Professional or Faculty is identified for a possible promotion, before any promotion is determined, the following steps/documentation/procedure shall be undertaken.

- i).Scrutiny by the duly constituted Screening Committee
- ii).Recommendations of the Screening Committee would be submitted to the Vice Chancellor
- iii). Following the approval of the constitution by the Vice Chancellor, the Promotion Committee would meet on a scheduled day and recommend the names of eligible faculty for promotion, based on personal interview and interaction.

The detailed SOP is separately available.

#### **ELIGIBILITY**

##### **MEDICAL COLLEGE**

- a. Professor (Medical) – (Professor/Additional Professor – 8 years of Post graduate experience – (Broad Specialty))
  - (Professor/Additional Professor – 5 years of Post-Super Specialty experience –(Super Specialty))

<p><b>Qualification Required</b> (Amended Vide MCI Notification No. 12(1)/201) – Med.Misc/115698 dated 05.06.2017 Published In The Extraordinary Gazette of India 235 dated 08.06.2017 (Effective from 08.06.2017)</p>	<p>For Broad Specialties – Postgraduate Qualification MD/MS in the concerned subject and as per TEQ Regulations</p> <p>For Super Specialties – A Super Specialty degree in DM/M.Ch in the concerned subject and as per TEQ Regulations</p>
<p><b>Teaching and Research Experience</b> (Amended Vide MCI Notification No. 12(1)/201) – Med.Misc/115698 dated 05.06.2017 Published In The Extraordinary Gazette of India 235 dated 08.06.2017 (Effective from 08.06.2017)</p>	<p>For Broad Specialties – Total Number of 8 Years of Postgraduate Teaching experience out of which as Associate Professor in the subject for 3 Years in a Permitted/Approved/Recognized Medical College/Institution with 4 Research Publications in Indexed Journal On Cumulative Basis With Minimum Of 2 Research Publication During Tenure of Associate Professor as First Author or Corresponding Author.</p> <p>For Super Specialties –Total 5 years Post Super Specialty qualification teaching experience out of which as Associate Professor in the subject for 3 years in a permitted/ approved/ recognized medical college/Institution with 4 Research Publications in Indexed Journal on cumulative basis with minimum of 2 Research Publication during tenure of Associate Professor as First Author or as Corresponding Author.</p>

**b. Associate Professor (Medical) – (5 years Post PG experience) (Broad Specialty)  
- (2 years of Post-Super Specialty experience) (Super Specialty)**

<p><b>Qualification Required</b> (Amended Vide MCI Notification No. 12(1)/201) – Med. Misc/115698 dated 05.06.2017 Published In The Extraordinary Gazette of India 235 dated 08.06.2017 (Effective from 08.06.2017)</p>	<p>For Broad Specialties – Postgraduate Qualification MD/MS in the concerned subject and as per TEQ Regulations</p> <p>For Super Specialties – A Super Specialty Postgraduate in DM/M.Ch in the concerned subject and as per TEQ Regulations</p>
<p><b>Teaching and Research Experience –</b> (Amended Vide MCI Notification No. 12(1)/201) – Med. Misc/115698 dated 05.06.2017 Published In The Extraordinary Gazette of India 235 dated 08.06.2017 (Effective from 08.06.2017)</p>	<p>For Broad Specialties – Total Number of 5 Years of Post Graduate Teaching experience out of which as Assistant Professor in the subject for 4 Years in a Permitted/Approved/Recognized Medical College/Institution with 2 Research Publications in Indexed Journal as First Author or Corresponding Author.</p> <p>For Super Specialties – Total 2 years Post Super Specialty qualification teaching experience out of which as Assistant Professor in the subject for 2 years in a permitted/ approved/ recognized medical college/Institution with 2 Research Publications in Indexed Journal as First Author or as Corresponding Author.</p>

**c. Assistant Professor (Medical)**

<p><b>Qualification Required</b> (Amended Vide MCI Notification No. 12(1)/201) – Med. Misc./115698 dated 05.06.2017 Published In The Extraordinary Gazette of India 235 dated 08.06.2017 (Effective from 08.06.2017)</p>	<p>For Broad Specialties – A Postgraduate qualification MD/MS in the concerned subject and as per TEQ Regulations</p> <p>For Super Specialties – A Super Specialty Postgraduate qualification in DM/M.Ch in the concerned subject and as per TEQ Regulations</p>
<p><b>Teaching and Research Experience –</b> (Amended Vide MCI Notification No. 12(1)/201) – Med. Misc/115698 dated 05.06.2017 Published In The Extraordinary Gazette of India 235 dated 08.06.2017 (Effective from 08.06.2017)</p>	<p>For Broad Specialties – 3 years Junior Residents in a recognized Medical College in the concerned subject and 1 year as Senior Resident in the concerned subject in a recognized Medical College</p> <p>For Super Specialties – on completion of course</p>

**d. Senior Resident (Medical)**

<p><b>Qualification Required</b> (Amended Vide MCI Notification No. 12(1)/201) – Med. Misc./115698 dated 05.06.2017 Published In The Extraordinary Gazette of India 235 dated 08.06.2017 (Effective from 08.06.2017)</p>	<p>For Broad Specialties – Senior Resident is one who is doing his/her residency in the concerned Postgraduate subject after obtaining PG Degree (MD/MS) and is below 40 years of age</p>
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	For Super Specialties – Registered for M.Ch/DM in the concerned subject
Teaching and Research Experience – (Amended Vide MCI Notification No. 12(1)/201) – Med. Misc/115698 dated 05.06.2017 Published In The Extraordinary Gazette of India 235 dated 08.06.2017 (Effective from 08.06.2017)	Not specified

### DENTAL COLLEGE

- a. **Head of the Department** - MDS recognized by Government of India –  
 10 years teaching experience including 1 year teaching experience in the Specialty as Professor and shall have to acquire minimum points for Publication as per Scheme provided in the Gazette of India Extraordinary No. 342 dated 05.09.2017  
 Requirement for promotion to next level – vacancy based with 40 Publication points
- b. **Professor** - MDS recognized by Government of India  
 With 9 years teaching experience after Post graduation including 5 years teaching experience in the specialty as Reader and shall have to acquire minimum points for Publication as per the Scheme given in the table as notified in the Gazette of India: Extraordinary No. 342 dated 05.09.2017  
 Promotion to next level – 5 years teaching experience as Reader and 30 Publication points
- c. **Reader** - MDS recognized by Government of India

with 4 years of teaching experience in the Specialty after Postgraduation and shall have to acquire minimum points for Publication as per the Scheme given in the table as notified in the Gazette of India: Extraordinary No. 342 dated 05.09.2017. Requirement of 20 Publication points

Promotion to next level – 5 years teaching experience as Reader with 30 Publication points

- d. Lecturer - MDS recognized by Government of India –  
Fresher requirement to next level – 4 years teaching experience with 20 Publication points

#### NURSING COLLEGE

- a. Principal -M Sc. Nursing with 15 years experience out of which 12 years should be teaching experience with minimum of 5 years in collegiate program. PhD Nursing is desirable.
- b. Vice Principal -M Sc. Nursing with 12 years experience out of which 10 years should be teaching experience with minimum of 5 years in collegiate program. PhD Nursing is desirable.
- c. Professor / HOD - M Sc Nursing with 10 years experience out of which 7 years should be teaching experience. PhD Nursing is desirable.
- d. Associate Professor - M Sc Nursing with 8years experience out of

which 5 years should be teaching experience. PhD Nursing is desirable.

- e. **Assistant Professor** - M Sc Nursing with 3 years teaching Experience. PhD Nursing is desirable.
- f. **Senior Tutor** - M Sc. Nursing or B. Sc. Nursing / PBBSc Nursing with one year Nursing. Ph. D Nursing is desirable.
- g. **Tutor** - M Sc. Nursing or B. Sc. Nursing / PBBSc Nursing with one year Nursing.

### SCHOOL OF PHARMACY

I. **Principal / Head Of Institution / Of The Department** - PCI recognized postgraduate qualification in **Head Of The Department** any discipline of pharmaceutical sciences or PCI recognized Pharm D. **Essential** 5 years teaching experience in PCI approved / recognized Pharmacy College.

**Desirable** Administrative experience in responsible position.

### II. **D. Pharm Course**

- a. **Assistant Professor** - PCI recognized M. Pharm / Pharm D or PCI recognized B. Pharm with 3 years professional experience.

### III. **B. Pharm Course**

- a. **Professor** - First Class B. Pharm with Master Degree in Pharmacy (M. Pharm) in appropriate branch of specialization in Pharmacy or Pharm D with PhD degree in any of the Pharmacy subjects. 10 years experience in teaching in PCI approved / recognized Pharmacy college or Research experience out of which 5 years must be as Associate Professor in PCI approved / recognized Pharmacy college.
- b. **Associate Professor** - First Class B. Pharm with Master Degree in

Pharmacy (M. Pharm) in appropriate branch of specialization in Pharmacy. A PCI recognized Pharm D degree holder shall also be eligible for the post of Associate Professor in the subjects of Pathophysiology, Pharmacology and Pharmacy practice. Three years experience teaching in research at the level of Assistant Professor or equivalent in PCI approved / recognized Pharmacy college.

- c. **Assistant Professor** - First Class B. Pharm with Master Degree in Pharmacy (M. Pharm) in appropriate branch of specialization in Pharmacy. A PCI recognized Pharm D degree holder shall also be eligible for the post of Associate Professor in the subjects of Pathophysiology, Pharmacology and Pharmacy practice.

**Note:**

- a. All Pharmacy teachers must possess a basic degree recognized by the Pharmacy Council in India in Pharmacy obtained from an Examining Authority (University) approved by the Pharmacy Council of India under Section 12 of the Pharmacy Act 1948.
- b. The candidate should be registered in the register of the Pharmacists maintained by a State Pharmacy Council.

**ALLIED HEALTH SCIENCES**

- I. **Professor** - PG qualification with minimum of 55% marks in Postgraduation with full time teaching experience of 13 years in which 5 years experience as Associate Professor (without PG teaching experience) or full time teaching experience of 11 years in which 5 years experience as Associate Professor (with PG teaching experience) or PhD in

the concerned field with 5 years of continuous teaching experience with 3 years of PG teaching experience.

II. Associate Professor - PG qualification with minimum of 55% marks in Postgraduation with full time teaching experience of 8 continuous years as Assistant Professor or full time Post graduate teaching experience of 3 continuous years and a total of 6 years teaching experience or PhD in concerned field with 3 years of PG teaching experience.

III. Assistant Professor - PG qualification with minimum of 55% marks in Postgraduation with at least minimum clinical experience of 4 years / 1 year teaching experience or PhD in the concerned discipline with or without teaching experience.

IV. Tutor - UG qualification in respective field with minimum of 55% marks in the qualifying examination.

#### PHYSIOTHERAPY TEACHING REQUIREMENT

I. Principal - Essential – Master’s Degree in Physiotherapy (M.P.T/M.P.Th / M.Th.P / M Sc P.T) with 15 years total experience including 5 years experience as Professor (Physiotherapy) Senior most Professor shall be designated as Principal.

- Desirable – Higher qualification such as Ph.D. in

Any of Physiotherapy recognized by UGC and published work of high standard in peer reviewed or UGC listed journals.

**II. Professor** - Essential – Master’s Degree in Physiotherapy (M.P.T/M.P.Th / M.Th.P / M Sc P.T) with 10years experience.

- Desirable –Higher qualification such as Ph.D. in Any of Physiotherapy recognized by UGC and published work of high standard in peer reviewed or UGC listed journals.

**III. Associate Professor** - Essential – Master’s Degree in Physiotherapy (M.P.T/M.P.Th / M.Th.P /M Sc P.T) with 8years experience as Assistant Professor.

- Desirable –Higher qualification such as Ph.D. in Any of Physiotherapy recognized by UGC and published work of high standard in peer reviewed or UGC listed journals.

**IV. Assistant Professor** - Essential – Bachelor’s Degree in Physiotherapy (B.P.T/B.P.Th / M. P. Th. / M.Th.P / M.Sc. P. Th / M.P.T.) with at least 55% marks (or an equivalent grade in a point scale wherever the grading system is followed) from a recognized University

**INVOLVEMENT OF MEDIA, IF ANY**

Nil

**INVOLVEMENT, IF ANY OF MAJOR FINANCIAL IMPLICATIONS CONCERNING EXTERNAL AGENCIES**

Yes

**EXCEPTIONS, IF ANY**


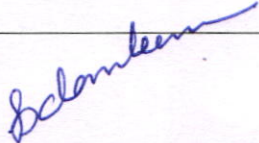


Nil

**ENQUIRIES**


All enquiries related to this policy should be addressed to the Head of the colleges / centres concerned with copies marked to Head HR and Registrar, SBV

**APPELLATE AUTHORITY**

For all difficulties pertaining to this policy, the power to remove difficulties rests with the Vice Chancellor

Sl.No	Role	Name	Designation	Signature
1	Prepared by	Mr.Ralph Alexander Matthews	Legal Officer and Head, HR, SBV	
		Mr.S.Balamukundan	Sr.Personnel Manager	
2	Reviewed by	Mr.Joseph Naresh S	Dy.Registrar (Academics), SBV	
		Dr.A.R.Srinivasan	Registrar, SBV	

Approved by: Prof. Subhash Chandra Parija, Vice Chancellor, SBV:

  
S.C. Parija