

AKGEC/ADVISOR/OFFICE ORDER/2025/008
12th December, 2025**NOTIFICATION FOR FACULTY RECRUITMENT AND CAREER
ADVANCEMENT SCHEME****1. Preamble**

This policy establishes a structured, transparent, and performance-based framework for the appointment and promotion of faculty members.

It is designed to ensure career growth aligned with academic excellence, research productivity, and institutional contribution, while preventing career stagnation. The policy supports the maintenance of an optimal faculty cadre ratio and a culture of continuous professional development.

2. Faculty Cadre and Designations

There shall be three principal designations in the faculty cadre:

Sr. No.	Designation	Mode of Appointment
1	Assistant Professor	Direct Recruitment
2	Assistant Professor (Senior Scale)	Promotion / Direct Recruitment
3	Assistant Professor (Selection Grade)	Promotion / Direct Recruitment
4	Associate Professor	Promotion / Direct Recruitment
5	Professor	Promotion / Direct Recruitment

3. Recruitment and Promotion Process

To prevent stagnation and promote timely advancement:

1. CAS promotion procedure shall be conducted twice a year.
 - o August–September (after ACR submission)
 - o February–March (after result declaration)

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-2-

2. Eligible faculty may apply for CAS promotion up to three months prior to the due date using the prescribed format, with supporting documents.
 3. Ineligible candidates may be reassessed one year after the previous application.
 4. The effective promotion date will be the date on which the faculty member successfully clears the evaluation by the Selection Board / Promotion Committee.
- 4. Superannuation and Extension**
- The age of superannuation for all faculty (including HoDs, Deans, and the Director) shall be 65 years.
 - If required, an extension up to 5 years (till 70 years of age) may be granted to faculty members on annual / bi-annual basis purely on contract basis subject to :
 - Physical fitness of the concern faculty member.
 - Who have demonstrated strong research and institutional contributions.
 - Who have maintained Good/Very Good ACRs over the preceding three years.
- 5. Minimum Qualifications for Entry-Level Recruitment**

Assistant Professor (Engineering / Technology):

- B.E. / B.Tech. / B.S. and M.E. / M.Tech. / M.S. or Integrated M.Tech. in the relevant branch with First Class or equivalent in both degrees.

Assistant Professor (MCA / Computer Applications):

- B.E. / B.Tech. / B.S. and M.E. / M.Tech. / M.S. or Integrated M.Tech. in relevant branch with First Class or equivalent in both degrees; OR
- B.E. / B.Tech. and MCA with First Class in both; OR
- MCA with First Class, plus 4 years of relevant experience after MCA.

Assistant Professor - Applied Sciences & Humanities & Management

- Master's degree with 60% marks (or equivalent) in the relevant/allied subject for Management
- Applied Sciences: A Ph.D. degree in accordance with UGC Regulations

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-3-

6. Qualification Norms for Promotion and Direct Recruitment

Current Designation	Promotion To	Minimum Service	Educational Qualification	Research / Publications	Other Requirements	ACR Requirement	Evaluation
Asst. Prof. (Entry)	Asst. Prof. (Senior Scale)	5 yrs (M.Tech) / 1 yr (Ph.D.)	M.Tech (mandatory); Ph.D. (desirable)	2 Scopus papers	—	>60% in Part B (previous year)	Application by the faculty and interaction with the Competent Authority
Asst. Prof. (Senior Scale)	Asst. Prof. (Selection Grade)	4 years in Senior Scale	M.Tech (mandatory); Ph.D. (desirable)	4 Scopus papers	—	>60% in Part B (previous year)	Application by the faculty and interaction with the Competent Authority
Asst. Prof. (Selection Grade)	Associate Professor	3 yrs in Selection Grade + 2 yrs post-Ph.D. (or 8 yrs post-Ph.D.)	Ph.D.	6 Scopus papers (incl. 1 SCI / SCIE / ESCI)	Active role in departmental / institutional development, FDP/workshop organization	>60% in Part B for last 3 yrs	Application by faculty + Interaction / Interview by the Selection Board / Promotion Committee
Associate Professor	Professor	10 years of experience out of which 5 years as Associate Professor Or total 15 years of experience	Ph.D.	12 Scopus papers (incl. 3 SCI / SCIE / ESCI)	Departmental / institutional contributions, 50 points in ACR (criteria 4), Ph.D. guidance, funded / consultancy project, or patent	>65% in Part B for last 3 yrs	Application by faculty + Interaction / Interview by the Selection Board / Promotion Committee

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-4-

NOTES:

- Post-Ph.D. experience may be waived for Associate Professor promotion if the faculty has 15 years of service at the institution.
- In the case of the **Applied Sciences and Humanities** department, a **Ph.D. is mandatory** for all designations, along with a **minimum of five years of additional experience** for promotion to the post of Associate Professor.
- Full time engineering PhD may be considered as Research Experience to the extent of 50% of PhD period.
- Only those Scopus-indexed papers will be considered for promotion that were presented during the period from the current position to the position being applied for. Papers presented while pursuing an M.Tech or Ph.D. will not be considered for promotion.

7. Training and Development Requirements

For promotion at the Assistant Professor level, the candidate must complete any one of the following:

Option 1:

- Two weeks of FDPs in relevant areas (at least one in advanced pedagogy) recognized by AICTE/UGC/TEQIP/NITTTR/IISc/IITs or other national bodies.

Option 2:

- One week FDP (as above) and one 8-week NPTEL-AICTE MOOC with certification.

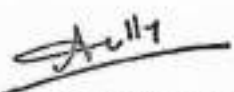
Option 3:

- Two 8-week NPTEL-AICTE MOOCs with certification and two weeks of relevant industrial/professional training.

8. Policy Governance and Review

- The Board reserves the right to award additional incentives or increments based on performance, experience, and research contribution.
- Promotion shall be subject to a successful interaction and assessment by the Selection Board / Promotion Committee. In the event a faculty member is not found suitable during the promotion process, they may reapply after a minimum period of one year.

Copy to : All HODs for information and circulation
among all the faculty members of their Deptt.
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