





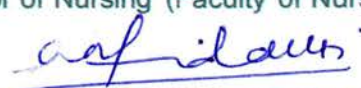

JAMIA HAMDARD
HAMDARD NAGAR, NEW DELHI- 62

MINUTES OF MEETING OF DEANS WITH PROF. S.P. THYAGARAJAN

As per the orders of Hon'ble Vice Chancellor, a meeting of the Deans was organized with Prof. S.P. Thyagarajan, Former Vice-Chancellor, University of Madras, Chennai and currently Pro-chancellor (Research), Sri Ramchandra University, Chennai. Prof. Thyagarajan was the Chairman of the UGC-Committee which framed the UGC Regulations of Career Advancement Scheme (CAS) 2010. He was also appointed by the UGC as the Chairman of the Anomaly Committee which looked into various anomalies arising out of the UGC-Regulations, 2010. The objective of the meeting was to provide an opportunity to Deans to seek clarification from Prof. Thyagarajan about the implementation of CAS, Performance Based Appraisal System (PBAS) and Academic Performance Indicators (API) scores. It was also intended to appraise Prof. Thyagarajan about the mechanism being adopted in the University and various other measures taken by the University to improve quality of academic performance of teachers.

The meeting was held in the Office of the Dean, Faculty of Science at 10:30 A.M. on 07/03/2012. The meeting was coordinated by the Director, Internal Quality Assurance Cell (IQAC).

Following were present:

1. Prof. Rasheeduzzafar
Dean, Faculty of Pharmacy 
2. Prof. M.Z. Abidin,
Dean, Faculty of Science 
3. Prof. S.K. Jain
Dean, Faculty of Allied Health Sciences 
4. Prof. G.Y. Anjum
Dean, Faculty of Islamic Studies & Social Sciences 
20/3/12
5. Prof. Sujana Chakravarty
Principal, Rufaada School of Nursing (Faculty of Nursing)
6. Prof. Ali A. Firdausi,
Dean, Faculty of Management & Information Technology 
7. Prof. Syed. Mahtab Ali
Dean, faculty of Medicine (Unani) 
8. Prof. S. Raisuddin
Director, IQAC
9. Prof. S.P. Thyagarajan, External Expert

Prof. S.P. Thyagarajan explained in detail the norms and guidelines that are in force in the UGC Regulations, 2010. He also outlined that Universities have their academic freedom to develop higher standards above the minimum standards stipulated by the UGC to facilitate improvement

in quality of higher education. He also observed that since the Regulations were framed keeping in view colleges and universities together, it may be apparent that minimum API score has been kept at the level achievable at the College level. However, universities where there are more opportunities and facilities for research compared to colleges may develop and adopt their own benchmarks. He also emphasized that the UGC Regulations have also taken into consideration all the disciplines i.e. science, technology, professional branches, humanities, languages etc in a comparable pattern of API score. Prof. Thyagarajan appreciated efforts of Jamia Hamdard improving quality of higher education. He also liked the formats and assessment systems adopted by the IQAC Committee with respect to applications of teachers for promotion under CAS.

After detailed discussion, and scrutinizing the analysis that has already been carried out by the IQAC on the applications received from the faculty members of Jamia Hamdard for CAS, the members unanimously resolved the following:

- 1) Those faculty members who have become eligible for consideration for promotion under Career Advancement scheme (CAS) before 01.01.2009 will be considered as per the norms of UGC Regulations 2000. However, their CAS promotion designations shall be as it was existing under Career Advancement Scheme 2000. The re-designation as Associate Professor can be carried out including their pay fixation subject to the conditions stipulated in UGC Regulations 2010.
- 2) Those faculty members who satisfy the requirements of the Career Advancement Scheme of Promotions between 01.01.2009 and 30.06.2010 shall be processed as per the requirements of UGC Regulations 2010. However, in view of prospective application of the norms for Category I & II, only evaluation will be done for the API score under Category-III. When faculty members become eligible for promotion prospectively after 30.06.2010, they could be evaluated based on their appraisal of performance for one year only under Category I and II for 2010-2011 and similarly year after year on a cumulated basis along with API score of Category III.
- 3) In order to facilitate the system towards quality improvement within university, all the Deans have agreed to develop a faculty-wise benchmark pattern. The methodology would be based on the analysis of lowest API score obtained by the faculty members of the given Faculty e.g., Faculty of Science and fixing it as the minimum API score for that faculty, provided that API score is above the minimum API score fixed by UGC. If by any chance, the lowest score fixed by UGC already is not satisfied, such teachers will not be eligible for CAS promotion and have to reapply after a period of one year. If the lowest API score of the applicants is higher, then it can be fixed as the Faculty-wise cut-off benchmark. Thus, the benchmark will vary from faculty to faculty. However, in no case it will be lower than what has been prescribed in the UGC Regulations 2010.

Similarly, higher benchmark for which all the faculty of the university can be worked out by the IQAC in consultation with the respective Deans of that Faculty and followed in the CAS for promotions of teachers. The IQAC may analyze the performance of teachers on yearly basis and revise the benchmark accordingly. This exercise is expected to raise quality of academic performance of the teachers. Faculty-wise benchmarks may be notified on the university web site.

- 4) With regard to the evaluation of the publications for CAS promotions, at least three publications for promotion from Assistant Professor to Associate Professor and five

[Handwritten signature]

R- $\frac{4}{u}$

2

Spandan
anfilauri

[Handwritten signature]

Rasool

[Handwritten signature]

^{publications}
applications for promotion from Associate Professor to the post of Professor have been recommended as the minimum requirement by the UGC. The University will be free to develop its quality standards for selection of these publications. Similar quality standards may be adopted by the University with respect to other publications for API scores, participation in conferences, and other teaching and research activities.

- 5) The Committee also discussed on the norms to be adopted for direct recruitment of teachers to facilitate attracting better applicants for recruitment. It was resolved that there may be a university level norms that could be developed for incorporating in the advertisements while calling for applications. Although the minimum essential qualification and other requirements of experience, API scores etc. may be as per UGC norms, the university may develop faculty-wise desirable requirements/experiences which may be advertised in advance. Prof. Thyagarajan felt that if the desirable requirements are published in the advertisement for appointment of teachers, then these desirable criteria can be used for short-listing the Candidates for interview keeping at least 1:6 as ratio between vacancy and number of Candidates to be called for interview.
- 6) It was also resolved that in order to encourage average performers to perform better and motivate good performers and to recognize them, university may adopt a "Performance linked incentive scheme" for those who publish research papers in high impact factor journal, bring research projects worth above Rs. 50 lakhs or so, get patents or transfer technology or get national or international awards and recognition. In this regard, Prof. Raisuddin informed about the Publication Incentive Scheme instituted by Jamia Hamdard. He also informed that Jamia Hamdard has incorporated API score for 'citations' aiming at encouraging teachers to publish papers in journals which are highly cited. Members were informed that citation from only authentic sources such as 'Scopus' and Web of Science' is acceptable. Additionally, citations of papers published as the first or corresponding author are accepted and self-citation has to be excluded. Prof. Thyagarajan informed that his University has adopted a "credit-point based Performance linked incentive scheme" where a teacher earns credit point for meritorious activities which are rewarded by the University with cash incentive to individual teacher as well grant to his/research group. Prof. Raisuddin requested Prof. Thyagarajan to kindly share the detail of scheme adopted in Sri Ramchandra University with him so that it could be studied here for implementation.
- 7) Matter of 'Ph.D.' qualification being essential for appointment and promotion of teachers for Associate Professor/Professor was also discussed. In this regard Prof. Thyagarajan showed specific clauses of the UGC Regulations 2010 where it has been made clear that for the Departments/Courses which are governed by specific Statutory Councils, the regulations of the respective Council shall apply. The particular clauses of UGC Regulations 2010 are reproduced here as under.

 R. Zafar

Syed Muneer as AE-
Anbiloum

Raisuddin





1.1.1 For teachers in the Faculties of Agriculture and Veterinary Science, the norms /Regulations of Indian Council of Agricultural Research; for Faculty of Medicine, Dentistry, Nursing and AYUSH, the norms/Regulations of Ministry of Health and Family Welfare, Government of India; for Faculty of Education, the norms/Regulations formulated in consultations with National Council of Teacher Education; for Engineering and Technology, Pharmacy and Management/Business Administration, the norms/Regulations formulated in consultations with All India Council for Technical Education; and the qualifications in the field of rehabilitation and special education at Degree, PG Diploma and Masters level, the norms/Regulations formulated in consultations with Rehabilitation Council of India, shall apply.

4.7. Since the UGC has prescribed the above qualifications for teaching positions in all higher education institutions for maintenance of minimum standards in consultation with the Statutory Councils governing the approval of courses respectively, any future modification in qualifications for appointment of teachers in universities/colleges offering such courses will automatically be considered as adopted by the UGC as prescribed qualifications for those courses.

8) Members appreciated efforts of the IQAC Committee in processing the applications in an objective manner.

All these guidelines after due approval by the Vice-chancellor may also be placed before the statutory bodies of the University for its approval and further posted on the university website for facilitating the transparent working and to avoid any RTI related query.

The meeting ended with vote of thanks to Prof. Thyagarajan for his valuable time and efforts.



(Prof. Rasheeduzzafar)



(Prof. G.Y. Anjum)



(Prof. Sujana Chakravaty)



13/3/2012

(Prof S.P. Thyagarajan)



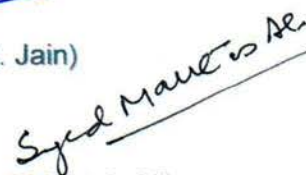
(Prof. M.Z. Abdin)



(Prof. Ali A. Firdausi)



(Prof. S.K. Jain)



(Prof. Syed Mahtab Ali)



(Prof. S. Raisuddin)
Convener