GOVERNMENT OF INDIA
MINISTRY OF EDUCATION
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Recruitment Rules for the Faculty posts in School of Planning and Architecture (SPAs).

1. **Short title and commencement:** These rules may be called the SPAs Faculty Recruitment Rules, 2025 (hereafter referred to as "RRs"). These shall come into force from the date of their adoption by the Board of Governors of the concerned Institute.

2. **Definitions** : In these rules, unless the context otherwise requires;

(i) "Act" means School of Planning and Architecture (SPA) Act, 2014.

(ii) "Statutes" means the First Statutes of the SPAs and the Statutes subsequently framed by the respective SPA or framed by the Ministry of Education.

(iii) "Service Rules" means Service Rules as prescribed under SPA Act and Statutes.

(iv) 'Institution of Repute' means

(a) fully funded Central Educational Institutions,

(b) State Educational Institutions funded by the respective State Governments,

(c) Other Educational Institutions ranked by NIRF in top 10 for Architecture or top 100 overall for any two years in the last five years prior to the recruitment process.

(v) "Council" means the School of Planning and Architecture (SPA) Council as constituted under Section 33 of the School of Planning and Architecture (SPA) Act, 2014

3. **Method of Recruitment and other matters:** The method of recruitment, financial upgradation and other matters relating to the faculty posts shall be specified in the SPAs Faculty RRs, 2025. Any amendment to these RRs shall be done only by the SPA Council as per Section 35(2)(d) of the Act. However, where it is not expedient to convene a meeting of the Council, the Member Secretary may, with the approval of the Chairperson of the Council, circulate the proposed amendment(s) in RRs, as are considered necessary, among the Members so as to obtain their comments to enable the Chairperson of the Council to take decision thereon and such matter shall be reported to the Council in its next meeting.

4. **Saving:** Nothing in these rules shall affect reservations, relaxations of the age limit and other concessions required to be provided for the candidates belonging to the Scheduled Castes, Scheduled Tribes, Other Backward Classes, Ex-servicemen and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard. These rules shall also not affect the recruitments already made; but any appointment or promotion made subsequent to the approval / adoption of these RRs will be governed by these RRs.

5. **General Guidelines**: (i) All promotions/selections will be based on performance evaluation and subject to fulfillment of other conditions as prescribed by these RRs.

(ii) The Selection Committee for promotion of faculties will be constituted as per the provisions

of SPA Act, 2014 and SPA Statutes, 2016 as amended from time to time.

(iii) For the purpose of performance evaluation, the Selection Committee mentioned in point (ii) above shall refer to the Credit Point System as given in Annexure-I to the RRs.

(iv) Fulfilment of "Essential Qualification" and "Essential Experience" as per RRs will only determine the eligibility for the post. However, selection/promotion to a post shall be subject to recommendation of the Selection Committee and approval of the Board of Governors. The date of effect of recruitment/selection/promotion will be the date of approval of the Board of Governors. There shall be no retrospective effect of any relaxation/change in grade pay.

(v) All recruitment and pay-fixation shall be done by the Board of Governors of the Institutes only on the recommendations of duly constituted Selection Committees.

(vi) To avoid in-breeding, the SPAs will follow the following policies:

a) Candidates who have obtained or are expected to obtain their most recent degree from the Institute will normally not be considered for recruitment, except where there is a 3 years' gap between leaving the Institute and the expected date of joining.

b) However, the said clause will not be applicable to candidates who are already members of the faculty, either regular or on contract, and are pursuing a higher degree in the Institute.

c) In special cases, where the Department (at the time of shortlisting) or the Selection Committee feels that an exception needs to be made (for reasons such as severe shortage of faculty in a given academic field or exceptionally brilliant candidate or any other), the reasons for such exceptions are to be recorded in writing and put up to the Board of Governors for approval. The Board, if convinced, may confirm the selection. Such appointments will not serve as precedence.

(vii) In order to maintain the national character of the Institute, the Institute shall strive to recruit at least 50% faculty not domicile of that State in which the Institute is located.

6. **Other conditions of service:** The other conditions of service of the faculties for which no specific provisions have been made in these rules shall be regulated in accordance with such rules as are, from time to time, applicable as per the First Statutes of the SPAs and the subsequent amendments. For matters not covered by the Statutes, the corresponding Central Government Rules shall be applicable.

7. These rules are bare minimum and the Board of Governors can, however, fix benchmarks higher than the prescribed with the prior approval of the Council of SPAs.

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FACULTY RECRUITMENT RULES UNDER 3-TIER NON-FLEXIBLE CADRE STRUCTURE

FOR

SCHOOLS OF PLANNING AND ARCHITECTURE

Designation (1)	Designation Pay Band and Academic Grade Pay (2)	Essential qualification (3)	Essential Experience (4)	Cumulative Essential Credit Points (5)	Remarks
Assistant Professor	Assistant Professor PB-3, AGP-6000 Pay Level-10	Master's degree in relevant subject with at least 60% marks	None year after Ph.D. In case of Master's degree, 1 year professional experience.	As per Annexure-I	1. Mode of recruitment: 100 % Direct Recruitment 2. Seven non-compounded advance increments shall be admissible at the entry level of recruitment as Assistant Professor to persons possessing the degree of Ph.D awarded in the relevant discipline.
-do-	Assistant Professor PB-3, AGP-7000 Pay Level-11	Ph.D in the relevant discipline	Regular service of 3 years at AGP of Rs.6000/- p.m. (including the period prior to obtaining PhD, if any)		Mode of recruitment: Only by promotion from AGP 6000
-do-	Assistant Professor PB-3, AGP-8000 Pay Level-12	Ph.D in the relevant discipline	Regular service of 3 years at AGP of Rs.7000/- p.m.		Mode of recruitment: Only by promotion from AGP 7000
Associate Professor	Associate Professor PB-4, AGP-9000 Pay Level-13A1	Ph.D in the relevant discipline (for both Direct recruitment and promotion)	For promotion: Regular service of 3 years at AGP of Rs.8000/- p.m. For Direct Recruitment: At least 9 years of total experience as an Assistant		Mode of recruitment: 1. 50% by Direct Recruitment 2. 50% by Promotion

			Professor with at least 6 years after Ph.D. out of which at least 3 years of teaching experience as Assistant Professor in AGP 8000 in an 'Institution of Repute'.		
Professor	Professor PB-4, AGP-10000 Pay Level-14	Ph.D in the relevant discipline (for both Direct recruitment and promotion)	For promotion: Regular service of 4 years as Associate Professor at AGP of Rs.9000/- p.m. For Direct Recruitment: At least 13 years of total experience with at least 10 years after Ph.D. out of which at least 4 years of teaching experience as Associate Professor in AGP 9000 or at least 3 years of teaching experience as Associate Professor in AGP 9500 in an 'Institution of Repute'.		a. Mode of recruitment: 1. 25% by Direct Recruitment 2. 75% by Promotion b. Up to a maximum of 20% of the total number of Professors in position shall be placed in the HAG level after regular service of 6 years as Professor in the AGP of Rs 10000.

GUIDELINES ON PROCEDURE FOR SELECTION OF FACULTY IN SPAs

1. The Director will create an "Advisory Committee on Faculty Recruitment (ACoFAR)" with a senior member of the faculty as the Chairperson and group of experts from the panel of experts maintained by the institute as given in para 2. The ACoFAR shall discharge the following functions:

a) Examine and advise on distribution of faculty positions among various Departments;

b) Proactively search for faculty candidates in India and abroad

c) Assist the Director in examining, short listing criteria and preparing panels of short listed candidates submitted by Departments

d) Examine and recommend proposals for deviation in age, formal qualifications, industry experience or any other criterion or guideline;

e) Examine reservation of positions for specialization or sub-specialization and rank of faculty to be inducted; and

d) Proactively search for candidates from reserved categories, and if not available after repeated attempts, prepare proposals for de-reservation in accordance with the relevant rules & regulations.

2. The institute will create a panel of experts and update it on annual basis. These experts will be selected from among the faculty members of institutions ranked in the top 100 overall or in the top 10 under the Architecture and Planning category, in at least 2 out of the last 5 years' NIRF rankings. The panel must mention the name of expert, institution to which he/she belongs, designation, Department, specialization and contact details. The panel will be prepared by taking inputs from various Departments and will be approved by the Board of Governors after critically examining the suggested panel and ensuring that persons with doubtful integrity are removed. It must be ensured that major specializations of each Department are adequately represented in the panel. This shall be a permanent panel which is to be updated annually

3. Prior to the selection process, the Director will recommend a group of experts from the approved panel ensuring diversity of background, place of work, etc. to the extent possible to be part of the concerned ACoFAR and put up to the BoG for approval.

4. ACoFAR will seek from the Departments the specific specializations where new faculty is to be recruited. The HoDs will consult senior faculty colleagues and prepare the proposals, which will be collated by the ACoFAR and placed before the Director for approval. The Director is expected to review the proposals critically and finalize the draft advertisement including specializations, critical dates, web/newspapers of advertisement and other details. The advertisement must follow the reservation roster prepared in accordance with the Government of India norms and approved by the Board

of Governors. Further, the advertisement should only be issued once the Board of Governors has given their approval.

5. Serving regular faculty members shall be eligible to apply for higher positions in their own Departments irrespective of their specializations, if they satisfy other advertised criteria. However, in case of selection of these faculty members to higher positions in the same Institute, the faculty members shall not hold lien (as defined in FR 9(13)) to the post they held prior to their selection to higher post.

6. Application may be received on paper, on-line or both, depending on the technological resources of the respective Institute.

7. Applications, when received, will be organized, relevant information summarized, and sent to the Departments, for short listing. The objectives of short listing are two folds:-

(a) to reject applications that do not meet advertised criteria and

(b) to select the best candidates from the remaining list so that the number of candidates to be called to meet the Selection Committee is within manageable limits.

8. The Institute/Department will make attempt to set "short listing criteria", that can be easily implemented, which is to be recorded in writing. Short listing criteria may include, among others, such conditions as:

(i) superior academic record - all through first class career or higher grades in Bachelors/Masters degree, higher than advertised criteria,

(ii) reputation of institutions from where the candidate has obtained his/her degrees,

(iii) number of high impact publications

(iv) number of unsuccessful attempts for the same post

(v) specialization

(vi) professional service record - reputation of organization where experience has been earned, nature of job, current activities etc.

(vii) In case of related discipline such as Fine Arts/ Sculpture/ etc., short listing to be done based on the direct relevance of the specialization.

9. The Departments' recommendations shall be placed before the Director for the final short-listing. The final list of candidates to meet the Selection Committee will be arrived at in a combined meeting of the Director, the ACoFAR, the HoD and at least three senior faculty members of the School. In case of a lack of unanimity among the members, the decision to call or not to call a candidate to meet the Selection

Committee shall be based on the decision of the majority. In case of a tie, the decision of the Director shall be final. The different viewpoints will be recorded in writing and placed before the Selection Committee.

10. There shall be no rejection of candidates on flimsy grounds such as clerical errors, format of any certificate, submission of documents etc. at any stage and the candidate shall be provided an opportunity to rectify such defects.

11. The short-listed candidates will be invited by the Director or the Registrar for evaluation by the Selection Committee constituted in accordance with the SPA Act, 2014 and the Statutes as amended from time to time. The Director, as Chairperson of the Selection Committee, may invite observers from SC/ST and minority communities or any other person of repute to instill confidence in the minds of the candidates.

12. In order to assess the candidates, the Selection Committee shall resort to the following scheme of assessment with the weightages of score indicated against the activities:

a. Written test (qualifying in nature) to be conducted if necessary

b. Presentation before the concerned Department (20% weightage): The candidate will be required to give a presentation before the concerned Department in order to evaluate his/her technical/creative knowledge and competence.

c. Evaluation of pedagogy (20% weightage): The candidate will be required to teach an undergraduate class on the course of his/her expertise in order to evaluate his/her teaching prowess.

d. Interview (60% weightage). The number of candidates to be called for interview with respect to the number of posts advertised shall be in the ratio of 5:1.

13. On completion of the interview, the marks awarded by each member of the Selection Committee shall be recorded in writing and signed by all the members. These marks shall be averaged to obtain the final score secured by the candidate. Merit list shall be drawn based on the average score of each candidate. The signed sheet containing the marks & recommendations of the Selection Committee members shall be preserved in original by the Institute for at least 5 years from the date of interview.

14. The Selection Committee shall prepare a panel of recommended candidates. The vacant posts shall be filled on the basis of merit without consideration of external or internal candidates. The Selection Committee, at its discretion, may recommend to retain the panel of recommended candidates for a maximum period of one year or next round of selection for the Department, whichever comes earlier, so that vacancies caused during this period can be filled in order of merit.

15. Recommendations of the Selection Committees will be placed before the BoG, along with details of sanctioned posts, reservation categories etc, for final approval and subsequent issue of appointment orders by the Registrar.

16. If a meeting of the BoG is not scheduled within a short period from the meeting of the Selection Committee, the Director, with the approval of the Chaiperson BoG, may seek the approval of the members by circulation.

17. All appointments/promotions/selections will be effective from the date of approval by the Board of Governors. There shall, however, be no pre-dating of an appointment.

18. The duration between the publishing of advertisement and the completion of recruitment process should not exceed 6 months. In case of delay beyond this period, the Director must present and explain the reasons for delay in writing before the BoG.

19. The Director must ensure that no member of ACoFAR, the Selection Committee, or any person involved in the recruitment or selection process has a conflict of interest. Conflict of interest with respect to recruitment/selection process shall include participation of self, any family member or close relative, PhD scholar supervised in the recruitment/selection process.

20. No candidate shall bring or attempt to bring any political or other outside influence to bear upon any authority to further his interests in respect of matters pertaining to his recruitment/selection/promotion. If any such case comes to notice, such candidate shall be immediately removed from the recruitment/selection process.

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ANNEXURE-I

Table I: Credit Point Computation

S No.	Activity	Credit Points
1	**<u>Essential Requirement</u>**: Teaching	**Theory course:** (a) theory course with two lectures per week: 0.5 credit point/per semester; (b) theory course with three lectures per week: 1 credit point/per semester. **Design Studio:** (a) Design Studio with 6 contact hours per week: 0.5 credit point/per semester; (b) Design studio with 6-12 contact hours per week: 1 credit point/per semester. **<u>The points are to be divided equally among all members teaching same course/design studio.</u>** This is an **<u>essential requirement</u>**. The minimum credit points needed to be earned are given below. This shall be counted since last promotion. **Assistant Professor** - 05 points **Associate Professor** - 05 points **Professor** - 05 points **Professor (HAG)** -10 points
2	One external Sponsored R&D Projects completed or ongoing	6 Credit Points/ project (in case of more than one person in a Project, to be divided equally among all members), subject to maximum of, for the position of: **Assistant Professor** - 06 points. **Associate Professor** - 18 points, of which minimum 12 points after the last promotion **Professor** - 24 points, of which minimum 12

		points after the last promotion
3	Patent granted	8 Credit Points/ patent as inventor (in case of more than one person is involved, to be divided equally among other members), subject to maximum of, for the position of: **Assistant Professor**- 8 points. **Associate Professor** - 16 points of which minimum 8 points after the last promotion **Professor** - 24 points of which minimum 8 points after the last promotion.
4	Consultancy projects (excluding routine testing)	2 Credit points @ Rs.5 lakhs of consultancy amount on pro rate basis to be divided equally among all members subject to maximum of and for the position of: **Assistant Professor** - 4 points. **Associate Professor** - 08 points of which minimum 04 points since the last promotion **Professor** - 12 points of which minimum 04 points since the last promotion
5	Ph.D. completed (including thesis submitted cases)	8 Credit Points per Ph.D. student supervised. (In case there are more than one supervisor, points to be divided equally among other supervisor(s)), subject to maximum of, for the position of: **Assistant Professor** - 8 points. **Associate Professor** - 16 points of which minimum 8 points after the last promotion **Professor** - 24 points of which minimum 8 points after the last promotion
6	One Journal paper in SCI / Scopus/ Web of Science (Paid Journals not allowed)	4 Credit Points per Journal to be equally divided among authors, subject to maximum of, for the position of: **Assistant Professor -** 20 points. **Associate Professor** - 30 points of which minimum 10 points after the last promotion **Professor** - 40 points of which minimum 10 points after the last promotion
7	One Conference paper	1.5 Credit Points per Conference paper equally

	indexed in SCI / Scopus / Web of Science Conference / any internationally renowned conference	divided among authors (list of acceptable reputed conference to be decided by institute and shall be displayed on Institute website), subject to maximum of, for the position of: **Assistant Professor** - 6 points. **Associate Professor-** 10 points of which minimum 4 points after the last promotion **Professor-**12 points of which minimum 4 points after the last promotion
8	(a) HOD, Dean, Chief Warden, Professor In charge (Training & placement), Advisor (Estate), CVO, PI (Exam), TEQIP(Coordinator) (b) Warden, Assistant wardens, Associate Dean, Chairman / Convener institute academic committees, Faculty In charge Computer Center / IT Services / library / Admission / student activities and other institutional activities, (c) Chairman and Convener of different standing committee and special committee (Ex officio status will not be considered). Faculty in charges. (Each for one year duration) of different Units or equivalent, Departmental activities identified by HOD like lab in charges, or department level committee for a min. period of one year.	01 Credit Point per Semester, subject to maximum of. for the position of: **Assistant Professor -** 4 points. **Associate Professor** - 8 points after the last promotion **Professor** -12 points after the last promotion
9	(a) Workshop / FDP / short term courses of min 05 working days duration offered	01 credit point for 1 week (05 working days)/like one-week FDP/STP/GIAN/ National Conference,

	as coordinator or convener (b) For conducting national programs like GIAN etc. as course coordinator Program of 2 week duration Program of 1 week duration (c)National / International conference organized as Chairman / Secretary	2 credit points for 2 weeks GIAN/FDP/STP/International Conference (credit points to be equally divided among all the coordinators/chairman etc.) subject to the maximum of, for the position of: **Assistant Professor -** 4 points. **Associate Professor** - 6 points since the last promotion **Professor** - 8 points since the last promotion
10	Establishment of New Lab(s)	4 Credit points for establishment of New Labs/ Designing of New Experiment(s) to be divided among all the members, subject to maximum of and for the position of: **Assistant Professor** - 4 points since the last promotion **Associate Professor -** 6 points since the last promotion **Professor** - 8 points since the last promotion
11	Extra Theory Teaching of over and above 6 hours per week per academic semester	1 Credit Point per semester for UG Program (core courses) and 0.5 Credit Point per semester for all other courses in all programs for courses with a minimum strength of 10 students registered for the semester; subject to maximum of and for the position of; **Assistant Professor** - 6 points since last promotion **Associate Professor-** 6 points since last promotion **Professor** - 6 points since last promotion
12	UG Projects / PG Dissertation guided	0.5 Credit Point to be divided equally among the supervisors, subject to maximum of and for the position of: **Assistant Professor-** 8 points since last promotion. **Associate Professor-** 12 points since last

		promotion. **Professor -**16 points since last promotion.
13	(a) Text/Reference Books published on relevant courses from reputed international publishers (b) Text/ Reference book published on relevant courses from reputed national publishers or book chapters in the books published by reputed international publishers	4 Credit Points per text book (International publishers)/ 2 Credit Points per text book (national publishers) to be divided equally among all the authors, subject to maximum of and for the position of: **Assistant Professor**- 6 points since last promotion. **Associate Professor** - 12 points since last promotion. **Professor -**12 points since last promotion.
14	New elective course development from Research/ Department level or Collective activity resulting in New Program (Bachelors/Masters), New Certification courses/ New minor program/Start-up/ Research Collaborations	04 Credit Points* per activity except research collaborations to be divided equally among all the members involved and for research collaborations 0.5 Credit Points per collaboration subject to maximum of 2 points, in total the maximum credit points shall not exceed, for the position of: **Assistant Professor –** 8 points since the last promotion. **Associate Professor-**12 points since the last promotion. **Professor-** 16 points the last promotion *Credit points will be awarded only for following: (a) New Course approved by the Institute. (b) Six months certification course in specialized discipline area of emerging technologies. (c) New minor Program, approved by the Institute and in an emerging area.

		(d) Startup obtaining funding of a minimum of Rs.50.00 lacs. (e) Research Collaborations will include Development of new academic programs, eg, Joint degree program, twinning program etc.

Table II: Minimum credit point requirements

Minimum credit points to be earned to move to the position **(60% of total points should be earned since last promotion subject to fulfilment of specific requirements as mentioned)**	Assistant Professor(AGP 6000): NIL Assistant Professor(AGP 7000): 05 Points essential from minimum teaching since last promotion+ 05 cumulative points from the rest of the activities: Total 10 points Assistant Professor(AGP 8000): 05 Points essential from minimum teaching since last promotion + 20 cumulative points from the rest of the activities: Total 25 points Associate Professor(AGP 9000): 05 Points essential from minimum teaching since last promotion + 40 cumulative points from the rest of the activities: Total 45 points Professor(AGP 10000): 05 Points essential from minimum teaching since last promotion + 70 cumulative points from the rest of the activities: Total 75 points Professor(HAG): 10 Points essential from minimum teaching since becoming Professor + 90 cumulative points from the rest of the activities since becoming Professor: Total 100 points