

PROMOTION POLICY FOR TEACHING FACULTY

(Effective from Academic Year 2026-27)

1. PREAMBLE

Kishkinda University recognizes that excellence in teaching, research, innovation, consultancy, extension activities, institutional development, and academic leadership are essential for achieving the University's vision of becoming a leading institution of higher learning. The University adopts a transparent and merit-based Promotion Policy as per UGC guidelines and amendments issued from time to time. This policy aims to:

- Encourage academic excellence and professional growth;
- Reward outstanding contributions in teaching, research and institutional development;
- Provide a clear career progression pathway for faculty members;
- Promote quality research, innovation, patents, consultancy and societal engagement.

2. APPLICABILITY

This policy shall apply to all regular full-time faculty members of Kishkinda University holding positions of:

- Assistant Professor
- Associate Professor
- Professor

3. PROMOTION MECHANISM

Promotions shall be processed through the Career Advancement Scheme (CAS) and shall be based on:

- Eligibility criteria;
- Academic Performance Assessment;
- Research achievements;
- Institutional contributions;
- Recommendation of the Screening Committee/Selection Committee

4. GENERAL CONDITIONS

- Faculty members shall maintain satisfactory Annual Performance Appraisal Reports
- No disciplinary proceedings shall be pending against the faculty member.
- The faculty member shall fulfill the prescribed academic and research requirements.
- Promotion shall not be automatic and shall be subject to assessment by the competent committee.
- Subjected to the availability / vacancy and cadre ratio.

5. PROMOTION FROM ASSISTANT PROFESSOR TO ASSOCIATE PROFESSOR

5.1 Eligibility:

- Assistant Professor who has completed eight years of experience.
- A Ph.D Degree in the subject concerned/allied/relevant discipline.
- Any one of the following during last three years: completed one course / programme from amongst the categories of Refresher Courses/ Research Methodology Workshops/Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation Technology Programme/ Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); or completed one MOOCs course (with e-certification); or contribution towards the development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.

- 4) A minimum of seven publications in the peer-reviewed or UGC-listed journals out of which two research papers should have been published during the assessment period.
- 5) Evidence of having guided at least one Ph.D. candidate.
- 6) The candidate shall appear before a duly constituted Selection Committee.

5.2 CAS Promotion Criteria:

A teacher shall be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period as specified in Appendix I, Table 2, and has a research score of at least 70 as per Appendix , Table 1.
- ii) The promotion is recommended by a selection committee constituted in accordance with these Regulations.

6. PROMOTION FROM ASSOCIATE PROFESSOR TO PROFESSOR**6.1 Eligibility:**

- 1) An Associate Professor who has completed 10 years of experience.
- 2) A Ph.D degree in the subject concerned/allied/relevant discipline.
- 3) A minimum of ten research publications in the peer- reviewed or UGC-listed journals out of which two research papers should have been published during the assessment period.
- 4) Evidence of having successfully guided at least two doctoral candidate.
- 5) A minimum of 110 API Score as per Appendix I, Table 2.
- 6) Personal interaction before the Selection Committee.

6.2 CAS Promotion Criteria:

A teacher shall be promoted if;

- i) He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period, as per Appendix II, Table 1, and at least 110 research score, as per Appendix , Table 1.
- ii) The promotion is recommended by a selection committee constituted in accordance with these Regulations.

7. PROMOTION FROM PROFESSOR TO SENIOR PROFESSOR

A Professor can be promoted to the post of Senior Professor under the CAS. The promotion shall be based on academic achievement, favorable review from three eminent subject -experts who are not of the rank lower than the rank of a Senior Professor or a Professor having at least ten years' of experience. The selection shall be based on 10 best publications during the last 10 years and interaction with a Selection Committee constituted in accordance with these Regulations.

7.1 Eligibility:

- i) Ten years' experience as a Professor.
- ii) A minimum of ten publications in the peer-reviewed or UGC-listed journals and Ph.D. degree has been successfully awarded to two candidates under his/her supervision during the assessment period.

Qualifications for Promotion to Senior Professor

- a. Ph. D. degree in the relevant field

AND

- b. Minimum ten years of experience in the cadre of Professor

AND

- c. At least 8 research publications in SCI journals / UGC / AICTE approved list of journals, should have at least 2 successful Ph. D. guided as Supervisor / Co-Supervisor as a Professor.

OR

- c. At least 8 research publications in SCI journals / UGC / AICTE approved list of journals, should have provided academic leadership as institution head at least for 3 years at the level of Professor.

OR

- a. At least 8 research publications in SCI journals / UGC / AICTE approved list of journals, should have provided educational leadership at state / national level at least for 3 years at the level of Professor.

- b. At least one patent awarded

AND

OR

- a. Development of one MOOC course applicable at national platform

Notes:

1. The selection of Senior Professor shall also be based on academic achievements, favorable review of academic, research and administrative work from three eminent subject experts not below the post of Senior Professor or a Professor of at least ten years of experience.
2. The selection shall be based on ten best publications and award of Ph. D. degrees to at least two candidates under his / her supervision during the last 10 years and interaction with the Selection Committee constituted as per this regulation.

8. SELECTION COMMITTEE

The “Screening-cum-Evaluation Committee” for CAS promotion as per UGC Regulations and University Statutes from one level to the other higher level shall consist of:

- i) The Vice-Chancellor or his/her nominee shall be the Chairperson of the Committee;
- ii) The Dean of the Faculty concerned;
- iii) The Head of the Department /Chairperson of the School;
- iv) Registrar (Member Secretary) and
- v) One subject expert in the subject concerned nominated by the Vice-Chancellor from the University panel of experts.

Note: The quorum for this committee in all categories shall be three which will include one subject expert/ university nominee.



9. EFFECTIVE DATE OF PROMOTION

Promotion shall take effect from the date on which the faculty member fulfills all eligibility requirements and is approved by the Competent Authority, subject to recommendations of the Selection Committee.

10. INTERPRETATION

Any matter not covered under this policy shall be governed by UGC Regulations, AICTE norms, and decisions of the Board of Management of Kishkinda University.

11. POWER TO RELAX

The Board of Management may relax any provision of this policy in exceptional cases, provided such relaxation does not violate UGC/AICTE Regulations.

Appendix

Table - 1

Methodology for University and College Teachers for calculating Academic/Research Score

(Assessment must be based on evidence produced by the teacher such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students' Ph.D. award letter, etc.,)

S.N.	Academic/Research Activity	Faculty of Sciences /Engineering / Agriculture / Medical /Veterinary Sciences	Faculty of Languages / Humanities / Arts / Social Sciences / Library /Education / Physical Education / Commerce / Management & other related disciplines
1.	Research Papers in Peer-Reviewed or UGC listed Journals	08 per paper	10 per paper
2.	Publications (other than Research papers)		
	(a) Books authored which are published by ;		
	International publishers	12	12
	National Publishers	10	10
	Chapter in Edited Book	05	05
	Editor of Book by International Publisher	10	10
	Editor of Book by National Publisher	08	08
	(b) Translation works in Indian and Foreign Languages by qualified faculties		
	Chapter or Research paper	03	03
	Book	08	08
3.	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula		
	(a) Development of Innovative pedagogy	05	05
	(b) Design of new curricula and courses	02 per curricula/course	02 per curricula/course
	(c) MOOCs		
	Development of complete MOOCs in 4 quadrants (4 credit course)(In case of MOOCs of lesser credits 05 marks/credit)	20	20
	MOOCs (developed in 4 quadrant) per module/lecture	05	05
	Content writer/subject matter expert for each module of MOOCs (at least one quadrant)	02	02
	Course Coordinator for MOOCs (4 credit course)(In case of MOOCs of lesser credits 02 marks/credit)	08	08
	(d) E-Content		
	Development of e-Content in 4 quadrants for a complete course/e-book	12	12
	e-Content (developed in 4 quadrants) per module	05	05
	Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)	02	02
	Editor of e-content for complete course/ paper /e-book	10	10

4	(a) Research guidance		
	Ph.D.	10 per degree awarded 05 per thesis submitted	10 per degree awarded 05 per thesis submitted
	M.Phil./P.G dissertation	02 per degree awarded	02 per degree awarded
	(b) Research Projects Completed		
	More than 10 lakhs	10	10
	Less than 10 lakhs	05	05
	(c) Research Projects Ongoing :		
	More than 10 lakhs	05	05
	Less than 10 lakhs	02	02
	(d) Consultancy	03	03
5	(a) Patents		
	International	10	10
	National	07	07
	(b) *Policy Document (Submitted to an International body/organisation like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)		
	International	10	10
	National	07	07
	State	04	04
	(c) Awards/Fellowship		
	International	07	07
	National	05	05
6.	*Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)		
	International (Abroad)	07	07
	International (within country)	05	05
	National	03	03
	State/University	02	02

The Research score for research papers would be augmented as follows :

Peer-Reviewed or UGC-listed Journals (Impact factor to be determined as per Thomson Reuters list) :

- i) Paper in refereed journals without impact factor - 5 Points
- ii) Paper with impact factor less than 1 - 10 Points
- iii) Paper with impact factor between 1 and 2 - 15 Points
- iv) Paper with impact factor between 2 and 5 - 20 Points
- v) Paper with impact factor between 5 and 10 - 25 Points
- vi) Paper with impact factor >10 - 30 Points
- (a) Two authors: 70% of total value of publication for each author.
- (b) More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.

Joint Projects: Principal Investigator and Co-investigator would get 50% each.

Note:

- Paper presented if part of edited book or proceeding then it can be claimed only once.
- For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- *For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b). Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.
- The research score shall be from the minimum of three categories out of six categories.