



श्री माता वैष्णो देवी विश्वविद्यालय  
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No. SMVDU/ADM./ESTT./29<sup>TH</sup> EC-ATR/19/6565 - 67

Dated: 16<sup>th</sup> September, 2019

OFFICE ORDER

Sub: "Regarding Adoption of Minimum Standards of Architectural Education, 2008, prescribed under Section 21 of the Architects Act, 1972 for the School of Architecture and Landscape Design at SMVDU".

Consequent upon the 29<sup>TH</sup> Meeting of Executive Council of SMVDU held on dated: 5<sup>th</sup> April 2019, as recommended by the Executive Council and as approved by the Competent Authority; approval is hereby notified for the adoption of "Minimum Standards of Architectural Education, 2008, prescribed under Section 21 of the Architects Act, 1972" for the School of Architecture and Landscape Design at SMVDU with a condition that, Ph.D degree shall be a compulsory qualification for the promotion as well as direct recruitment to the post of Professor and Associate Professor.

A copy of relevant extract from "Minimum Qualifications, Experience and Structure for Teaching Posts in Degree Level Architectural Institutions under Minimum Standards of Architectural Education, 2008" and CAS Format is enclosed.

  
Registrar

Copy to:

1. PS to VC, for the kind information of Hon'ble Vice Chancellor.
2. I/c Website, for information & uploading the same on University Website.
3. AR (EC Affairs), for information.
4. Office Order / Circular file.

# MINIMUM STANDARDS OF ARCHITECTURAL EDUCATION 2008.

Appendix-B1

## MINIMUM QUALIFICATIONS, EXPERIENCE AND STRUCTURE FOR TEACHING POSTS IN DEGREE LEVEL ARCHITECTURAL INSTITUTIONS

Sr	Cadre	Educational Qualifications	Work Experience (Excluding time period for acquisition of PG/ Ph.D qualifications)	Experience for candidates from practice
1	Assistant Professor	First class Bachelor's Degree in Architecture  OR Bachelor's Degree in Architecture; AND First Class Master's Degree in Architecture	<b>DESIRABLE</b> One year Teaching Experience as Visiting teacher	<b>DESIRABLE</b> One year Teaching Experience as Visiting teacher
2	Associate Professor	First class Bachelor's Degree in Architecture; AND Master's Degree in Architecture  OR Bachelor's Degree in Architecture; AND First Class Master's Degree in Architecture  OR First class Bachelor's Degree in Architecture; AND Ph. D. in Architecture	Eight Years Teaching Experience.	Eight Years Experience in Practice/ Research.  <b>DESIRABLE</b> Three Years Teaching Experience as Visiting teacher
3	Professor	First class Bachelor's Degree in Architecture; AND Master's Degree in Architecture  OR Bachelor's Degree in Architecture; AND First Class Master's Degree in Architecture  OR First class Bachelor's Degree in Architecture; AND Ph. D. in Architecture  (Desirable – Ph. D. in Architecture OR Published work in referred journals OR significant professional work which can be considered equivalent to Ph. D)	Thirteen Years Teaching Experience out of which Five years of Teaching Experience as Assistant Professor.  (Relaxation of upto three years in teaching experience may be given to candidates having Ph.D or equivalent)	Thirteen Years Experience in Practice/ Research.  <b>DESIRABLE</b> Five Years Teaching Experience as Visiting teacher
4	Professor (Design Chair)	Bachelor's Degree in Architecture	-	Each institution shall have one person appointed on this chair who has at least 20 years of professional experience and having done commendable professional work. Such appointment shall be for a tenure of 3 to 5 years.
5	Principal / Director	First class Bachelor's Degree in Architecture; AND Master's Degree in Architecture  OR Bachelor's Degree in Architecture; AND First Class Master's Degree in Architecture  OR First class Bachelor's Degree in Architecture; AND Ph. D. in Architecture  (Desirable – Ph. D. in Architecture OR Published work in referred journals OR significant professional work which can be considered equivalent to Ph. D)	Eighteen years of teaching experience out of which Ten Years Teaching Experience as Assistant Professor  OR Eighteen years of teaching experience out of which Five Years Teaching Experience as Professor.  (Desirable – Experience in Administration at responsible position)	Eighteen Years Experience in Practice/ Research.  <b>INCLUDING</b> Ten Years Teaching Experience as Visiting teacher

**Notes :**

- Only candidates registered with Council of Architecture (COA) under the provisions of the Architects Act, 1972 shall be eligible for the above posts.
- All the qualifications appearing in the schedule under section 14 and 15 of the Architects' Act 1972 shall be considered as at par with Bachelor's Degree in Architecture for the purpose of recruitment as teacher.

- It is advisable that approximately 25% of the teaching load should be allotted to the Visiting faculty.
- Each Institution shall have minimum staff structure of full time staff for an intake of 40, in addition to the Principal/ Director as following

Professors – 2, Associate Professors – 4, Assistant Professors – 8

For intake more than 40 proportionate increase in the above posts shall be made.

Of these full time teachers 50% may be on permanent posts and rest on tenure basis with tenures of 3, 5, 7 or 10 years depending upon their caliber as teacher.

- In addition to above full time teachers institute may recruit qualified persons in the field of Engineering/ Planning/Quantity Surveying/Fine Arts/ Humanities, etc. depending on actual requirements, on full time/ part time basis.
- The institute may recruit persons with post graduate qualifications in the allied field of relevant discipline depending on actual requirements, up to 1/3 of total full time strength of Lecturers and Asst. Professors.
- The Institutes conducting B. Arch courses with specialization, may recruit persons with post graduate qualifications in the relevant field of specialization on the post of professors in proportionate numbers.
- If class/ division is not awarded at Master's level, a minimum of 60% marks in aggregate shall be considered equivalent to first class/ division. If a grade point system is adopted the CGPA will be converted into equivalent marks as given in the table E-6 of the notification no. 1-65/NEC/98-99, March 15, 2000 (Degree level – Government institutions) and may 3, 2000 (Degree level – Self financing institutions).

Grade point	Percentage of Marks
6.25	55
6.75	60
7.25	65
7.75	70
8.25	75

- To recognize the services rendered by senior teachers who do not fit into above requirements, of approved teachers already in full-time employment for 15 years, the requirement of qualifications may be relaxed.
- All teachers must be encouraged to actively pursue practice/ research without neglecting their duties towards school/ students and institutes may support teachers in such activities.
- Institutes shall adopt the provisions made in the Career Advancement Scheme as appended in Appendix-B2. The benefits accruing to teachers from this scheme shall be over and above the existing positions/ vacancies listed above in this section.
- The post of Professor (Design Chair) will be over and above the approved posts of professors.
- The procedure to decide on the equivalence of research works in referred journals or significant professional work with Ph.D. will be determined by the Council of Architecture only.

**Note :** The Central Government while sanctioning the recommendations of the 6th Central Pay Commission have abolished the posts of Lecturer & Assistant Professor in Degree level Institutions and re-designated the same to that of Assistant Professor and Associate Professor respectively and accordingly fixed their scale of pay as per the recommendation of the 6th Central Pay Commission. In accordance with the same, the Executive Committee of the Council of Architecture (CoA), at its 104th Meeting held on 26.03.2010, decided that all the Schools of Architecture may re-designate the posts of Lecturer to Assistant Professor and Assistant Professor to Associate Professor and adopt the pay-scales for these posts as approved by the Central Government in terms of recommendations of the 6th Central Pay Commission.

PS:- Ph.D. Degree is a must for the post of Associate Professors and Professors.

**Minimum Standards of Architectural Education, 2008 with Career  
Advancement Scheme of Faculty Members**

➤ **Incentives for Ph.D. / M. Arch.**

- a) At the time of recruitment as Lecturer / Assistant Professors AGP-6000/-, four and two advance increments will be admissible to those who hold Ph. D. and M. Arch. Degree respectively.
- b) Two increments will be admissible to those Lecturer / Assistant Professors AGP-6000/-, who acquire M. Arch. within four years of recruitment.
- c) A teacher will be eligible for two advance increments as and when he acquires Ph. D. degree in his/her service.

➤ **Career Advancement**

- a) Minimum length of service for eligibility to move into the grade of Lecturer (Senior Scale)/ Assistant Professors AGP-7000/- would be four years for those with Ph.D., five years for those with M. Arch. and six years for others as lecturer.
- b) For eligibility to move into the grade of Lecturer (Selection Grade)/Assistant Professors AGP-8000/-, the minimum length of service as Lecturer (Senior Scale)/ Assistant Professors AGP-7000/- shall be uniformly five years.
- c) For movement into grades of Associate Professor and above, the minimum eligibility criterion would be M. Arch. Those without M. Arch. can go up to the level of Lecturer (Selection Grade)/ Assistant Professors AGP-8000/-.
- d) An Associate Professor with a minimum of 5 years of service will be eligible for consideration for appointment as Professor.
- e) The selection committees for career advancement shall be the same as those for direct recruitment for each category.

➤ **Lecturer (Senior Scale) / Assistant Professors AGP-7000/-**

A Lecturer / Assistant Professor AGP-6000/-, will be eligible for placement in a senior scale / AGP-7000/- through a procedure of selection, if she/he has:

- a) Completed 6 years of service after regular appointment with relaxation of one year and two years, respectively, for those with M. Arch. and Ph.D.

- b) Participated in Quality Improvement Programs of total duration of 4 weeks or engaged in other appropriate continuing education programs of comparable quality as may be specified or approved by the Council of Architecture. OR accrued 20 credit points through attending or conducting QIP/ Teacher's Training Programs approved by Council of Architecture.
- c) Consistently satisfactory performance appraisal reports.
- d) Shows evidence of serious academic inputs like improved teaching plans, improved teaching methodologies, created innovative teaching aids etc.

➤ **Lecturer (Selection Grade) / Assistant Professors AGP-8000/-**

Lecturers in the Senior Scale / Assistant Professor AGP-7000/-, who do not have a M. Arch. degree or equivalent published work and who do not meet the scholarship and research standards, but fulfils the other criteria given below for the post of Associate Professor and have a good record in teaching and preferably have contributed in various ways such as to the corporate life of the institution, examination work or through Research & Extension activities, will be placed in the Selection Grade/ Assistant Professor AGP-8000/-, subject to the recommendation of the selection committee which is the same as for promotion to the post of Associate Professor. They will be designated as Lecturers in the Selection Grade / Assistant Professor with AGP-8000/-. They could offer themselves for fresh assessment after obtaining M. Arch. and/or fulfilling other requirements for promotion as Associate Professor and if found suitable could be given the designation of Associate Professor.

➤ **Associate Professor AGP-9000/-**

A Lecturer in the Selection Grade/ Assistant Professor AGP-8000/- will be eligible for promotion to the post of Associate Professor if she/he has:

- a) Completed 5 years of service in the Selection Grade.
- b) In addition to the sanctioned position of Professors, which must be filled in through direct recruitment through all India advertisements, promotions may be made from the post of Associate Professor after 5 years of service as Associate Professor.

- c) Participated in Quality Improvement Programs of total duration of 8 weeks or engaged in other appropriate continuing education programs of comparable quality as may be specified or approved by the Council of Architecture. OR accrued 40 credit points through attending or conducting QIP/ Teacher's Training Programs approved by Council of Architecture.

➤ **Professor AGP-10000/-**

The Selection Committee for promotion to the post of Professor should be the same as that for direct recruitment. For the promotion from Associate Professor to Professor, the following method of promotion may be followed.

The candidate should present herself/himself before the Selection Committee with the first two and any two of the remaining in the following:

- a) Self-appraisal reports (essential)
- b) Seminars/Conferences attended. Must have attended at least 4 seminars/conference at national or international level OR must have attended Q.I.P.s (short-term courses) of total duration of 4 weeks.
- c) Research contribution, books, articles, etc. published (At least four papers in Journals are essential).
- d) The best three written contributions of the teacher (as defined by her/him) may be sent in advance to the Experts to review before coming for the selection. The candidate should be asked to submit these in 3 sets with the application.
- e) Significant contribution to teaching/academic environment /institutional corporate life.
- f) Adequate Extension and field outreach activities.
- g) Development of course material/Monographs.
- h) Participation in Continuing Education Program.
- i) Any other academic contributions.

The requirement of consistently satisfactory performance appraisal reports, shall be the mandatory requirement for Career Advancement from Lecturer to Lecturer

(Senior Scale) and from Lecturer (Senior Scale) to Lecturer (Selection Grade)/Assistant Professor.

➤ **Selection Committee**

However, for Promotion and Direct Recruitment of Faculty at all Levels in SoALD, it is proposed that the constitution of the Selection Committees may be as per SMVDU Statutes, with the addition of a COA Nominee as a Special Invitee.

The process of selection should include involve the following in addition to other promoters decided by the Selection Committee:

- a) Assessment of aptitude for teaching and Research
- b) Ability to communicate clearly and effectively
- c) Ability to analyze and discuss.

Further, as decided by the Executive Council in its previous meetings; the above regulations of Council of Architecture being the Minimum Standards of Architectural Education; and in order to promote quality education and research, only Faculty Members who possess Ph.D. Degree shall be considered eligible for consideration for Promotion and Direct Recruitment to the post of Associate Professor and Professor.

**CAREER ADVANCEMENT SCHEME FOR FACULTY MEMBERS OF**  
**SCHOOL OF ARCHITECTURE & LANDSCAPE DESIGN**  
**AS PER COUNCIL OF ARCHITECTURE 2008 REGULATIONS**

**Form for Promotion under CAS**

1. Name(in Block Letters):
2. Father's Name/Mother's Name:
3. Department/School:
4. Current Designation & Academic Grade Pay:
5. Date of last Promotion:
6. Which position and grade pay are you an applicant under CAS?
7. Date of eligibility for promotion:
8. Date and Place of Birth:
9. Sex:
10. Marital Status:
11. Nationality:
12. Address for correspondence (with Pin code)
13. Permanent Address (with Pin-code) :  
Telephone No:  
Email:
14. Whether acquired any degrees or fresh academic qualifications during the period of assessment:

Examination	Name of the Board/University	Year of passing	Percentage of Marks obtained	Division/ Class/Grade	Subject



15. Academic Qualifications(Matric till Post-Graduation):

Examination	Name of the Board/University	Year of passing	Percentage of Marks obtained	Division/ Class/Grade	Subject
High School/Matric					
Intermediate					
B.A/B.Sc./B.Com/ B.Mus.					
M.A/M.Sc./M.Com/ M.Mus.					
Other Examination, if any					

16. Research Degree(s):

Degrees	Title	Date of award	University
M.Phil.			
Ph.D. /D.Phil.			
D.Sc. /D.Litt.			

17. Appointments held prior to joining this Institution:

Designation	Name of Employer	Date of Joining		Salary with Grade	Reason of Leaving
		Joining	Leaving		

18. Posts held after appointment at this Institution:

Designation	Department	Date of actual Joining		
		From	To	Grade

19. Period of teaching experience: P.G Classes ( in year)  UG. Classes(in years)

20. Research Experience excluding years spent in M.Phil. /Ph.D.(In years)

21. Fields of Specialization under the Subject/Discipline

(a).....

(b) .....

**The below mentioned details [from Sr.No.22 to Sr. No. 32] are to be filled for the period of service to be counted for promotion to the next level.**

22. Published Papers in Journals :

[Only publications made in Journals in Web of Science as per Thomson reuters list i.e., Science Citation Index®, Science Citation Index Expanded™, Social Sciences Citation Index® and Arts & Humanities Citation Index®, SCOPUS and ABDC [category A & B only], shall be accepted for the purpose of direct recruitment and promotion from the year 2017 onwards]

S.No.	Title with page no.	Journal	ISSN/I SBN No.	Sr.No. of the Journal as per UGC notified List of Journals	Whether peer reviewed. Impact factor, if any	No. of Co-authors	Whether you are the main author
1							
2							
3							
4							
5							

23. Full papers in Conference / Seminar Proceedings:

[Seminar / Conference proceedings as full papers, etc. (Abstracts not to be included)]

S.No.	Title with page no.	Details of conference Publications	ISSN/I SBN No.	No. of Co-authors and date of	Whether you are the main	Inter-national / National

				publication	author	

24. Books published as single author or as editor:

S.No.	Title with page no.	Type of Book & Authorship	Publisher & ISSN/ ISBN No.	Whether Peer Reviewed	No. of Co-authors and date of publication	Whether you are the main author	International / National / State / Local publisher

25. Chapters in Books published as single author or as editor:

S.No.	Title with page no.	Type of Book & Authorship	Publisher & ISSN/ ISBN No.	Whether Peer Reviewed	No. of Co-authors and date of publication	Whether you are the main author	International / National / State / Local publisher

26. Chapters in Books published as single author or as editor:

S.No.	Title	Agency	Period	Grant/ Amount Mobilized (Rs Lakhs)

27. Consultancy Projects carried out / ongoing:

S.No.	Title	Agency	Period	Grant/ Amount Mobilized (Rs. Lakhs)	Whether Policy Documents/Patent as outcome

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28. Research Guidance:

S.No.	Number Enrolled	Thesis Submitted	Degree Awarded
M. Phil / M.E. / M.Tech. / Masters in appropriate field			
Ph.D.			

31. Quality Improvement Programs / Training Courses, Teaching – learning – evaluation technology programs, Faculty Development Programs (not less than one week duration) :

S.No.	Program	Duration	Organised by

32. Papers presented in Conferences, Seminars, Workshops, Symposia:

S.No.	Title of the paper presented	Title of Conference/Seminar etc.	Date(s) of the event	Organised by	Whether International/ National/State/Regional/University or College Level

33. Invited Lectures and Chairmanships at National or International Conference/ Seminars / Symposia, etc.

S.No.	Title of Paper	Title of Conference/Seminar etc.	Date(s) of the event	Organised by	Whether International/ National

LIST OF ENCLOSURES: (Please attach copies of certificates, sanction orders, papers etc. wherever necessary)

- |    |    |
|----|----|
| 1. | 6. |
| 2. | 7. |
| 3. | 8. |

4.  
5.

9.  
10

I certify that the information provided is correct as per records available with the University and/or documents enclosed along with the duly filled Performa.

**Signature of the Faculty with  
Designation, Place & Date**

The individual Form duly filled along with all enclosures, is submitted for CAS promotion of Dr./Mr./Ms./Ar. .... for movement from AGP ₹..... to AGP ₹....., as per COA 2008 norms.

**Signature of Head of School**

**Dean, Faculty of Engineering**

Recommended for consideration for promotion under CAS of Dr./Mr./Ms./Ar. .... for movement from AGP ₹..... to AGP ₹....., as per COA 2008 norms.

**Signature of Dean, FoE**

**Registrar**

## Rules governing CAS in Architecture for Promotion

### **Career Advancement**

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- iii. Consistently satisfactory performance appraisal reports.
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- iii. Participated in Quality Improvement Programs of total duration of 8 weeks or engaged in other appropriate continuing education programs of comparable quality as may be specified or approved by the Council of Architecture. OR accrued

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The best three written contributions of the teacher (as defined by her/him) may be sent in advance to the Experts to review before coming for the selection. The candidate should be asked to submit these in 3 sets with the application.
- d. Significant contribution to teaching/academic environment /institutional corporate life.
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