



Jamia Hamdard, New Delhi

| Policy Title- Foreign Faculty Policy | | |
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| 1 | Policy Number | JH/IQAC/PD-27 |
| 2 | Brief Description the Policy | Jamia Hamdard is expected to compete with the best in the world and to break into the list of top universities worldwide and if already there, to improve their rankings substantially. |
| 3 | Scope/Objectives | <ul style="list-style-type: none">• To compete effectively in world university rankings• To improve research output• To improve quality of research |
| 4 | Policy Applies To | All Academic Departments |
| 5 | Last Update | September 03,2022 |
| 6 | Approved By | Academic Council Board of Management |
| 7 | Responsible Authority for Implementation and Monitoring | Vice Chancellor |
| 8 | Superseding Authority | Competent Authority/Body of the University |
| 9 | References for the policy (please tick) | NAAC accreditation/UGC/University Guidelines |

JAMIA HAMDARD, NEW DELHI

DRAFT POLICY FOR RECRUITMENT OF FOREIGN FACULTY

In view of its high ranking at national level (NIRF) and Jamia Hamdard figuring in QS and THE ranking it is envisaged to attract foreign faculty in various Departments with offer attractive emolument package and other incentives commensurate to their profile. This will also provide leverage to our efforts in attaining higher rankings and CGPA in NAAC accreditation. Hiring of foreign faculty will also augment research and academic profile of the university.

Eligible Departments

In the first instance, foreign nationals will be allowed to be hired as foreign/international faculty in the Departments which have made their mark at international level and have obtained funding for research from national/international agencies. Such Departments which have existed for at least 10 years will be indentified at the beginning of each academic session. Not more than one foreign faculty in a school may be appointed at a given time.

Mode of Recruitment

- An open ended advertisement will be placed on the university web site, leading newspapers and journals/magazine (such as University News; Current Science). Office of the Advisor (Research) will develop a format for the online application.
- There will be no appointment on nomination basis.
- The candidates will be selected on the basis of their academic and research score of publications, patents and grants, fellowship of national and international academies, editorial board membership of reputed SCI/SCIE/SSCI/SSCIE-indexed journals and performance in the interview board.
- The interview board will be chaired by the Vice-Chancellor and will include other members from Jamia Hamdard and outside including international experts.
- The interview may be held in hybrid (online/offline) mode.

Tenure of Appointment

The appointment will be for a minimum of one semester to five years. Appointment beyond five years may be considered for faculty who performs exceptionally during their employment in Jamia Hamdard. The appointment may be terminated by 3 months notice from either side.

Nature of Appointment

All appointment will be full time but temporary on contractual basis. Such faculty may also be appointed on exchange basis from university/institutions which have signed MoU with Jamia Hamdard for the purpose.

Designations

Appointed faculty will be designated as i) Professor; ii) Associate Professor and iii) Assistant Professor.

Qualifications

- Applicants should hold a Ph.D. in relevant discipline and should have demonstrated potential for excellence in research. For appointment as Assistant Professor relevant postdoctoral experience of two years would be an essential criteria. For appointment as Associate Professor and Professor a strong research publication record with demonstrated leadership in conducting inter-disciplinary research and collaboration with industry will be essential.
- The minimum qualifications needed at different levels will be as follows.
 - i) Professor: 10 years teaching/research/industrial experience of which at least 3 years should be at the level of Associate Professor or equivalent position.
 - ii) Associate Professor: 8 years teaching/research/industrial experience of which at least five years should be at the level of Assistant Professor or equivalent position.
 - iii) Assistant Professor: 2 years teaching/research/industrial experience post-Ph.D.

Other desirable conditions: Ph.D. degree should have been awarded by a university ranked within 500 in QS/THE World University Rankings.

Tenure: Age Limit

Maximum 60 Years.

Salary and Benefits

Salary will be at par with Indian nationals, corresponding to Professor, Associate and Assistant Professor extant pay scales (basic pay + DA + HRA + TA). Additional salary as personal pay up to 100% of the basic pay may be offered based on the recommendation of the selection committee. Yearly increment in salary will be similar to that of Indian national and additional increment can be given based on the periodic evaluation. They may also be extended the medical benefits to self and family as applicable on other faculty of Jamia Hamdard. However, benefits of LTC, Education Allowance may not be extended to them. Salary and allowances will be subject to income tax as applicable.

Research Grant

A seed research grant maximum upto Rs. 10.0 Lakh may be provided to each appointed faculty, if appointment is for at least two years. In case of appointment for a duration less than two years the quantum of research grant to be provided may be decided by the Competent Authority. This grant can be utilized for hiring research staff, purchase of equipment, books, and travel within India for academic purpose.

Contingency Grants

Each appointed faculty will be provided an annual contingency grant of Rs. 1.0 lakh for purchase of chemical, glassware, consumables, stationery items, and travel support for attending, the international conferences.

Joining Allowance

The appointed foreign faculty will be provided one-way economy class airfare for self to join the university.

Budgetary Provisions

Adequate budgetary provisions for payments to the foreign faculty will be made in the School budget with due approval of the Finance Committee.

Accommodation

Appointed faculty will be provided suitable accommodation on the campus or they will be provided house rent allowance (HRA) as per entitlement.

Other Facilities

The appointed foreign faculty will be provided suitable office space, furniture, laboratory space and shared secretarial and ITC assistance.

Leave

- Twenty days (non-accumulative) paid leave will be provided to the appointed foreign faculty.
- They will not be entitled for vacations.
- There will be no leave encashment.

Activities

The appointed foreign faculty will be involved in teaching, research, and mentoring of doctoral and PG/UG students. However, they will not be given any administrative responsibility.

Research and Consultancy Projects

Appointed faculty will be encouraged to obtain research and consultancy projects from India/abroad.

Administrative Control

The appointed foreign faculty will be directly under the administrative control of the respective Head of the Department. Office of the Advisor (Research) will be nodal office for all policy matters related to foreign faculty who will take direction from the Vice Chancellor.

Performance Appraisal

The performance of the appointed foreign faculty will be evaluated on annual basis by an expert committee to be appointed by the Vice Chancellor.

Application Procedure

An open ended advertisement will be placed on the university web site, social media and leading journals/magazine (such as University News; Current Science). The candidates will be able to apply throughout the year. However, joining date will be before commencement of the new academic session.