

FAQ's 2017-18

1. How many Ph.D. qualified faculty members are required for a P.G. Program in Engg.?

Ans. Two faculty members with Ph.D. qualification in the same branch of Engg. and with P.G. in the concerned specialization are required per section with a maximum strength, varying from 18-30 per section

2. How many Ph.D. qualified faculty members are required for MBA Program?

Ans. One faculty member with Ph.D. qualification in Management and with MBA degree is required for an intake of 60 or less. For every additional 60 intake one more Ph.D. qualified faculty member in Management is required. In case of standalone Management College, the Principal possessing Ph.D. in Management and with MBA degree can be considered as one of the faculty members with Ph.D.

3. How many Ph.D. qualified faculty members are required for a UG program in Engg.?

Ans. For a student strength of 60 to 120, One faculty member with UG, PG and Ph.D. qualifications in concerned branch of Engg. is required. For every additional intake of 60, one more faculty member with Ph.D. is necessary.

4. How many Ph.D. qualified faculty members are required for UG and PG programs in Pharmacy?

Ans. As per PCI norms

5. For a faculty member with Ph.D. qualification and teaching for a particular specialization of PG program is it required to have his/her Ph.D. in the same specialization of PG for which he/she is teaching?

Ans. In case of PG faculty members, they must possess the UG degree in the core branch of Engg. and PG in the same specialization of the PG program in which he/she is working as faculty member, though they possess Ph.D. in different specialization of same branch.

6. If a faculty is doing Ph.D. and all the certificates are with the concerned University where registered for Ph.D., can custodian certificate be uploaded instead of original certificates

Ans: No. Only originals are to be uploaded.

7. What are the qualifications required for a candidate to be appointed as Principal/Director for an Engg. College?

Ans. Candidate with Ph.D. qualification in Engg. and a minimum of 10 years experience in teaching / research /industry, out of which at least 3 years shall be at the level of professor.

(OR)

With Ph.D. qualification in Engg. and a minimum of 13 years experience in teaching and/or research and/or industry.

In case of teaching, at least once during 13 years of service in any cadre, the faculty selection should be through properly constituted University selection Committee.

In case of research experience, good academic record and books / research paper publications / IPR / patents record shall be required as deemed fit by the expert members of the selection Committee.

If the experience in industry is considered, the same shall be at managerial level equivalent to professor level with active participation record in devising / designing, developing, planning, executing, analyzing, quality control, innovating, training, technical books / research paper publications / IPR / patents etc. as deemed fit by the expert members of the selection Committee.

Flair for management and leadership is essential.

8. What is the eligibility criteria to recruit as faculty member in CSE/IT/CSIT branches of Engg.?

Ans.

For teaching UG programs:

- i) For recruitment as faculty of CSE/IT/CSIT the candidates possessing B.Tech./B.E. in CSE/IT/CSIT with M.Tech./M.E and Ph.D. in CSE/IT/CSIT are eligible.

(OR)

- ii) Existing incumbents (present during FFC inspections of A.Y. 2015-16 or 2016-17) recruited as faculty with the basic minimum qualifications as mentioned in AICTE extraordinary Gazette dated 10th June, 2016 and who have secured admission to M.E. or M.Tech. or Ph.D. in Computer Science/Information Technology on or before 13.03.2010 and subsequently acquired the degree are to be considered as eligible for CAS as well as direct recruitment, subject to fulfilment of other eligibility criteria and higher qualifications prescribed, if any for various teaching posts.

(OR)

- iii) Existing incumbents (present during FFC inspections of A.Y. 2015-16 or 2016-17) recruited as faculty with B.Tech./B.E. in any branch of Engg. and have secured admission to M.E. or M.Tech. or Ph.D. in Computer Science/Information Technology on or before 13.03.2010 and subsequently acquired the degree are to be considered as eligible for CAS as well as direct recruitment, subject to fulfilment of other eligibility criteria and higher qualifications prescribed, if any for various teaching posts.

For teaching PG programs:

For teaching PG programs with any one of the above qualifications the faculty member must possess the concerned PG specialization for which he/she is recruited.

9. What is the eligibility criteria to recruit as faculty member in any Engg. Branch other than CSE/IT/CSIT branches of Engg.?

Ans.

For teaching UG programs: For recruitment as faculty of any branch of Engg., other than CSE/IT/CSIT branches of Engg. the candidates possessing B.Tech./B.E. in the respective core branch of Engg. with M.Tech./M.E and Ph.D. in any specialization of that core Branch of Engg.

In case, the candidate possessing B.Tech./B.E. in any specialization of core branch (OR) in any allied branch of Engg. and having M.Tech/M.E. in any specialization of core branch, they have to produce an equivalence certificate to the core branch of their UG program from a recognized University from which their UG degree was awarded for them to consider for faculty position in the core branch of Engg. for which they are seeking faculty position.

For teaching PG programs: For teaching PG programs with the above qualifications the faculty member must possess the concerned PG specialization for which he/she is recruited.

10. Which faculty members can be shown under the head of others?

Ans. The faculty who will not come under H&S i.e., Maths, Physics, Chemistry and English and also not shown in any of the Engineering disciplines are treated under the category of others.

Others category is divided into four groups as follows:

- i) CSE/IT related faculty for teaching – C-Programming & Data structures, IT Work shop
- ii) ECE/EEE related faculty for teaching – Basic Electrical & Electronics Engg.

iii) Mechanical/Civil Engg. related faculty for teaching – Engg. Graphics, Engineering Mechanics Engg. workshop, Environmental Science, Disaster Management (E), Engineering Geology,

iv) Management related faculty for teaching – MEFA, Gender sensitization, IPR (E), Professional ethics (E)

11. How to calculate required faculty for I year?

Ans. H & S faculty and others are divided into following 8 sub groups

i) Maths ii) Physics iii) Chemistry iv) English

v) Others (CSE/IT related subjects) – C-Programming & Data structures, IT Work shop

vi) Others (ECE/EEE related subjects)–Basic Electrical & Electronics Engg.

vii) Others (Mechanical/Civil Engg. related subjects)–Engg. Graphics, Engineering Mechanics Engg. workshop, Environmental Science, Disaster Management (E), Engineering Geology,

viii) Others (Management allied subjects) – MEFA, Gender sensitization, IPR (E), Professional ethics (E)

The faculty requirement for each of the above sub groups is calculated as follows:

Total approved intake of students in I year ÷ 120.

12. What will be the faculty requirement for courses where the admitted intake is less than the sanctioned intake?

Ans The University may consider the staff requirement for the admitted intake, instead of sanctioned intake in multiples of 60 and part thereof in such cases.

13. What is the faculty requirement for Pharmacy colleges?

Ans: All facilities and requirements for Pharmacy Colleges are as per PCI norms.

14. What is the faculty requirement in case of no admission/no affiliation for PG programs?

Ans: Faculty requirement for PG programs is same as per full strength.

15. If no affiliation is granted during the previous years or there were no admissions during the previous years, then what will be the faculty requirement for UG programs?

Ans: Requirement for faculty will be calculated by excluding the non affiliated /No admission years, however the college has to submit the Undertaking that, they will not participate in lateral entry admissions counseling in the forth coming Academic Year.

16. Is it required for a principal to renew his term once the tenure is completed?

Ans. Yes. It is required to note that as per GO MS No. 14, the term of appointment of the College principal shall be for five years with eligibility for reappointment for one more term only after a similar selection committee process.

17. Can the Principal in a Pharmacy College be considered as a faculty member?

Ans. No, as per PCI norms

18. When can a College apply for ratification of their faculty?

Ans. Hereafter, there will be no ratification of the faculty at the University. The faculty members whose details were uploaded in form A115 and A116 and were present during FFC visits of last two academic years i.e. 2015-16 & 2016-17 will be considered as approved by the University, provided those faculty are eligible with respect to the required qualifications as per AICTE/PCI norms. However, such faculty members have to get selected through SCM in due course of time. All other faculty members should appear before the selection committee constituted as per Go MS No14.

19. What procedure should be followed in faculty recruitment?

Ans. The faculty recruitment shall be strictly in accordance with the norms laid down in **GO MS No. 14 and as per clause 11.1(d) of University affiliation regulations – 2017**

20. What are the norms for selection of Professor / Associate Professor in the Colleges under direct recruitment?

Ans. The guidelines stipulated as per **GO MS No. 14 and as per clause 11.1(d) of University affiliation regulations – 2017** shall be followed for selection of teachers in affiliated colleges.

21. Do we need to register adjunct faculty?

Ans. Yes. In the faculty registration portal, under the adjunct faculty Option, the identity proof, PAN details, honorarium paid to the adjunct faculty, selection proceedings, workload assigned etc. should be mentioned in the registration portal. **The selections for adjunct faculty and professor will be done at the University premises with Vice-Chancellor as chairman of the Committee.** More details are available in **Annexure – 3 of affiliation regulations – 2017.**

22. What are the norms for adjunct faculty?

Ans. The basic purpose of appointing adjunct faculty is to encourage involvement of persons working in industry, academicians, scholars, practitioners, policymakers in teaching, research, and related services on a regular basis. Such involvement helps in bringing external perspective to regular teaching to make classes more interesting and to further enrich existing knowledge of faculty members. The Adjunct faculty shall satisfy AICTE norms. The guidelines for the recruitment of adjunct faculty are given in **annexure – 3 of affiliation regulations – 2017**.

23. Can the adjunct faculty work in two colleges?

Ans: Yes, provided there is no overlap of work timings between the institutions and his parent organization.

24. Is there any provision for recruiting adjunct faculty in Pharmacy?

Ans. No. There is no provision for adjunct faculty recruitment in pharmacy as per PCI

25. Can the intake be reduced from the approved intake of AICTE?

Ans: No. However, University may consider the reduction of intake (Reduction in number of sections/divisions) as per the availability of facilities. Further, the College has to apply for such reduced intake to the AICTE in the next academic Year.

26. In case approval for reduction of intake for any course is not received from AICTE by the time of University FFC inspection, What will be the intake considered by the FFC for this course?

Ans. In the cases, where the institute has applied to AICTE for Reduction/ Increase in Intake, Closure of courses, Starting of new courses for the academic year 2017-18, they need to indicate the same to the University in the online form A117 with proper documentary evidence that they have applied to AICTE for such reduction/ increase in intake, closure of courses, starting of new courses.

27. When students are not there due to no admission for a particular year, is it required to show the lab equipment?

Ans: Yes.

28. In case mobility of faculty, how to remove the faculty registration Ids from the College portal?

Ans: For the detailed process of mobility of faculty refer to **affiliation regulations - 2017 clause: 11.1(i)**

29. How much time before a College can receive the intimation of FFC inspection?

Ans.The FFC inspections of the colleges are tentatively scheduled in the last week of January, 2017. The exact date of inspection of any Institution shall be informed at least 48 hours before the inspection to the mail ID& phone numbers of the Principal as given in the application form.

30. What are the important documents to be made available on the day of inspection?

Ans. All documentary evidence in original, supporting the details submitted in the online application form A117 shall be kept ready by the College for inspection by FFC. In addition, the College shall engage a videographer to cover visits of FFC team to Labs, meeting with faculty members and other infrastructure during FFC inspection. The recording of the same in the form of CD shall be given to the team at the end of inspection.

31. What is the last date to submit hardcopy of A117 to the University?

Ans. All submissions are to be made online. Hard copies of application form will not be accepted by the University. The AICTE application PartA, Part B and all enclosures shall be uploaded along with form A117. The Undertakings if any need to be signed and the scanned copy of the same may be uploaded.

32. If problem arises during the uploading of A117 what need to be done?

Ans: To overcome such problems, Beta testing will be provided for the Colleges for 1 week, before the actual upload process, so that any difficulty in upload process can be addressed well in advance.

33. What is the Form – 16/26AS requirement for faculty who have joined afresh?

Ans: For newly joined faculty Form-16/26AS is not mandatory. However, they have to produce the SCM. In case of already existing faculty Form-16/26AS for at least last assessment year is to be produced.

34. What are the norms for Permanent Affiliation?

Ans: For norms of Permanent affiliation, refer to **annexure-7 of affiliation regulations – 2017**

35. Is biometric attendance required for adjunct faculty?

Ans: Yes. Biometric Attendance is required for adjunct faculty on the days of their visit to the College

36. Is biometric attendance for students class wise or day wise?

Ans: It is day wise, twice in a day, i.e., Morning and Evening

37. How to purchase BAS (Biometric Attendance System)?

Ans: BAS system can be purchased from the empanelled device vendors, the list of which will be displayed in JNTUH website.