STAFF REQUIREMENT

(Strength of full time-faculty based on sanctioned intake)

A. FULL TIME TEACHING STAFF:

Year	I				II				III				IV				V				Total
Intake	H	P	A Pr	AP	H	P	A Pr	AP	H	P	A Pr	AP	H	P	A Pr	AP	H	P	A Pr	AP	
40	1	0	1	1	1	0	1	4	1	0	2	6	1	0	3	8	1	1	3	10	15
80	1	0	1	4	1	0	3	8	1	1	4	12	1	2	5	15	1	2	6	20	29
120	1	0	2	6	1	1	4	11	1	2	6	17	1	3	8	22	1	4	10	28	43
H- Head of Institution; **P**- Professor; **A Pr**- Associate Professor; **AP**- Assistant Professor																					

Notes:

1) Only candidates registered with Council of Architecture (COA) under the provisions of the Architects Act, 1972 shall be eligible for the core faculty posts subject to minimum qualifications and experience as prescribed in Appendix B.

2) In addition to above, approximately 25% of the teaching load should be allotted to the Visiting faculty drawn from profession.

3) Full time faculty may be recruited in the allied areas from the field of Engineering / Fine Arts / Humanities, etc. provided that there is a minimum of 12 core full time faculty along with Head for an intake of 40. The faculty from allied areas shall not exceed more than 3 for an intake of 40, 6 for an intake of 80 and 9 for an intake of 120. Further, they should be appointed only at the posts of Associate Professor and Assistant Professor in the cadre ratio of 1:2. The minimum qualifications and experience required for appointment of these faculty shall be as per AICTE/UGC Norms, as the case may be.

4) To maintain teacher/student ratio of 1:10, the institution shall have requisite number of visiting faculty teaching equivalents in addition to Full time teaching staff.

5) One Professor Design Chair for every intake of 40 can be appointed and shall be counted against Professor Cadre.

6) Professor Design Chair and other faculty members appointed on tenure basis cannot be considered as Head of the Institution / Principal / Dean/ Head of Department.

7) Upto 50% of the faculty members other than Professors (excluding Professor Design Chair) can be on tenure basis. The minimum duration of tenure should be 3 years.

B. NON TEACHING STAFF

S No	Position	Intake									Remarks
	Intake	40			80			120			
	Year of operation	I	II	III	I	II	III	I	II	III	
1	Librarian	1	1	1	1	1	1	1	1	1	Qualifications As per UGC
2.	Assistant Librarian	-	-	-	-	-	-	-	-	1	Desirable- Qualifications As per UGC
3	Lab / Workshop Technician	-	1	2	-	1	2	1	2	2	Min one for computer centre
4	Administrative personnel	1	2	2	2	3	4	3	3	4	
	Accounts personnel	1	1	2	1	1	2	2	3	4	
5	Class IV employees	As required									

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

Sl.No.	Designation	Pay-Scale	Qualifications & Experience
1.	Assistant Professor	Pay-Scale as prescribed by Central/respective State Government from time to time.	Bachelor's Degree in Architecture with minimum 60% marks and Three years of relevant professional experience. OR Bachelor's Degree in Architecture and Master's Degree in Architecture with minimum 60% marks at either level and one year of relevant professional experience.
2.	Associate Professor	Pay-Scale as prescribed by Central/respective State Government from time to time.	Bachelor's Degree in Architecture and Master's Degree in Architecture with minimum 60% marks at either level and Eight years experience in teaching/ research/ professional work out of which a full-time teaching experience of minimum Three years Or Thirteen years of professional experience.
3.	Professor	Pay-Scale as prescribed by Central/respective State Government from time to time.	Bachelor's Degree in Architecture and Master's Degree in Architecture with minimum 60% marks at either level and Fourteen years experience in teaching/ research/ professional work out of which a full-time teaching experience of minimum Five years Or Nineteen years of professional experience. Desirable : Ph.D. in Architecture.
4.	Principal/ Director	Pay-Scale as prescribed by Central/respective State Government from time to time.	Bachelor's Degree in Architecture and Master's Degree in Architecture with minimum 60% marks at either level and Seventeen years experience in teaching/ research/ professional work out of which a full-time teaching

			experience of minimum Eight years Or Twenty years of professional experience. Desirable : Ph.D. in Architecture. Experience in Administration at a responsible position.
5.	Professor (Design Chair)	Pay-Scale as prescribed by Central/respective State Government from time to time.	Bachelor's Degree in Architecture and Twenty Five years professional experience of commendable, acknowledged and published professional work. (Each institution may have one such appointment per intake of 40, strictly on tenure basis.)

Note :

1. It is advisable that approx. 25% of the teaching load should be allotted to the visiting faculty so that the students are brought in closer contact with the persons actively engaged in practice.

2. Each institution may have a staff structure (faculty) consisting of the following:
   Principal/ Director and Professors, Associate Professor and Asstt. Professors in the ratio of **1:2:6.** Refer Table A under Appendix-B.

3. The Institutions may recruit faculty in the field of Engineering/Qty. Surveying/Art/Humanities depending on the actual requirements against the total sanctioned strength. Refer Table A under Appendix-B.

4. The equivalent qualification shall mean any such qualification as recognised by the Council of Architecture for registration as an Architect under section 25 of the Architects Act, 1972.

5. The Institution may appoint Professor (Design chair).

1.0 Explanations:

1.1 Experience shall mean professional experience and/or Teaching and/or Research in the field of Architecture, counted from the date of registration with Council for core faculty or valid equivalent certification from concerned authorities. Professional experience shall be

substantiated by Experience certificates from employers, Work orders, Completion certificates & Sample Drawings of the projects undertaken as the case may be.

1.2 Full time faculty means a registered architect, who has put up full time service as a faculty member with the institutions approved by COA, either on regular (Permanent) or tenure basis (full time).

1.3 Section-D attached to this Appendix provides an indicative list of programs considered equivalent to M. Arch. Degree for the purpose of employment in the Institutions imparting Architectural education. This list will be notified by Council of Architecture from time to time.

1.4 Undergraduate qualifications acquired through self-study / non-formal mode though acceptable for purpose of Registration shall not be considered as equivalent Qualification for recruitment as faculty. However, such candidates with Post Graduate qualification in Architecture through formal mode are acceptable for Teaching. Post graduate qualification acquired through self-study/ non formal mode shall not be considered as acceptable qualifications.

1.5 Ph.D. shall be Doctorate conferred by recognized Indian Universities on any topic related to various subjects related to Architecture. Ph.D. awarded by universities outside India shall be considered equivalent only after such certification from Association of Indian Universities and/or any other competent authority of the Central/State Government.

1.6 Published Professional Work shall mean publication of Professional Work by candidate in any journal(s)or reputed magazine(s) related to design/architecture.

2.0 Other Notes:

2.1 Only candidates registered with Council of Architecture (COA) under the provisions of the Architects Act, 1972 shall be eligible for the above posts.

2.2 All the qualifications appearing in the schedule of qualifications under section 14 or notified under 15 of the Architects' Act 1972 shall be considered at par with Bachelor's Degree in Architecture for the purpose of recruitment as faculty member.

2.3 (i) Each Institution shall have minimum staff of 20 faculty members for an intake of 40, including the Principal / Head of Department. The staff structure prescribed by the Council for an intake of 40 shall be 15 full time faculty with minimum 12 core faculty including the Principal/Head, 3 faculty from allied areas and 5 visiting faculty teaching equivalents. The cadre ratio for full time faculty shall be Principal (Professor Cadre) – 1, Professors- 2, Associate Professors- 4 and Assistant Professors – 8.

(ii) Each institution may have one position of full time Professor (Design Chair) for every intake of 40 and may be counted against the Professor Cadre provided one Full-time Professor is already appointed.

(iii) For intake more than 40, proportionate increase in the above posts shall be made as outlined in Appendix B

(iv) The full time faculty in allied areas shall be governed by norms prescribed by the AICTE/ UGC respectively for employment and up gradation

(v) Of these full time faculty members, minimum 50% must be on permanent posts/ regular appointments and rest may be on tenure/ contract basis (full time). However, Principal / Head of Institution shall be a regular (permanent) Employee.

(vi) 12 hours/ periods of contact within the working week is considered as one teaching equivalent for visiting faculty.

2.4 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

2.5 All full time, regular faculty members must be paid the remuneration/ salary prescribed by University Grants Commission or such other Government body, in force at the time of appointment and duly revised from time to time.

2.6 To recognize the services rendered by senior faculty members who do not fit into above requirements, and are already in full-time employment at the same Institution for 15 years, the requirement of qualifications may be relaxed only once in the career for promotion to higher post, except for the post of Principal / Head of Department

2.7 All faculty members must be encouraged to actively pursue practice / research without neglecting their duties towards Institution / students and with due permission from the institution.

2.8 Service conditions of affiliating university and respective government for faculty members shall be applicable to all full time permanent faculty members.

2.9 The Retirement Age including Superannuation for Teaching posts of Assistant Professor, Associate Professors and Professors, including Professor (Design Chair) shall be 65 years or as stipulated by the Central/ State Government from time to time. Re-employment after superannuation shall be permissible against sanctioned vacancies and the faculty may continue to serve until the age of 70 but shall not hold an administrative position.

2.10 An Architecture degree program graduate who does not possess M. Arch. (or equivalent) or any experience, shall become eligible for the post of Assistant Professor, after undergoing a Training Program of minimum period of 3 to 6 months conducted by Research & Training Centre of the Council and upon qualifying Faculty Eligibility Test to be conducted by the Council.

D. LIST OF POST GRADUATE PROGRAMS TO BE CONSIDERED EQUIVALENT TO M.ARCH. FOR THE PURPOSE OF RECRUITMENT/EMPLOYMENT AS FACULTY MEMBERS IN ARCHITECTURAL INSTITUTIONS

The Post Graduate degree or diploma programs in the following areas of specialization having duration of Two year/Four Semester (Full-Time) or Three years/Six Semester (Part-Time), granted by Indian Universities/competent Authorities recognized by Central/State government shall be considered equivalent to M. Arch. for the purpose of employment in the Institutions imparting Architectural education:

1. Architectural/ Heritage/ Building Conservation
2. Urban Design
3. Interior Design
4. Landscape Architecture
5. Product Design
6. Visual Communication
7. Sustainable Design
8. Housing
9. Urban Planning
10. Urban and Regional/ Rural Planning
11. City/ town and country Planning
12. Urban Development
13. Transportation Planning
14. Environmental Planning
15. Infrastructural / International / Construction / Project Management
16. Building Technology/Construction Management
17. Structural Design
18. Appropriate Technology
19. HVAC Design/ Building energy performance
20. Building Services
21. Building Automation
22. Computer Aided Design
23. Digital Architecture
24. Urban Infrastructure
25. Construction Engineering

26.   Architecture Technology

27.   Habitat studies/ Habitat management/Real Estate Management

28.   Culture Studies

Note: 1. All architects possessing Post Graduate Degree/ Diploma awarded by Authorities outside India shall be required to produce certificate of equivalence to that of M. Arch. degree awarded by Indian Universities from Association of Indian Universities and/or any other competent authority of the Central/State Government, in order to be considered for employment as faculty members.

2. In case specializations of any Post Graduate degree or diploma programs are not listed above, the same shall be considered on case-to-case basis by the Council for ascertaining their equivalence.

3. During certain period in the past, the post graduate courses offered in India were of one and half years (Three semesters) Full-Time duration. Such courses shall be considered equivalent to two years (Four semesters) course.