

SRM UNIVERSITY - AP, ANDHRA PRADESH

SRMAP / Reg. Off / Policies / 02 / 2023-24

03rd July 2023

POLICY ON APPOINTING JOINT FACULTY AT SRM UNIVERSITY-AP

Introduction:

SRM University-AP recognizes the value of interdisciplinary education and encourage faculty from different disciplines to collaborate in teaching and research to undertake innovative intellectual, scientific, and academic activities and to create new knowledge. A faculty member working in inter-disciplinary area may like to establish and maintain two or more academic bases through joint affiliation. This policy outlines the eligibility criteria, tenure, and benefits associated with joint faculty appointments.

Eligibility and Conditions of Joint Appointment:

- Regular faculty members at SRM University-AP are eligible to apply for joint affiliation of departments.
- Faculty members must have expertise in the subject matter of the course they wish to teach in the other department.
- Joint appointments can be recommended only for new or current faculty members with a minimum teaching experience of 5 years.
- Heads of two or more departments or centres of excellence involved in the joint affiliation will recommend the application for teaching the course and joint research activities.
- The department in which the faculty member is recruited will be designated as Primary Academic Department. The department for which joint affiliation is requested will be designated as Secondary Academic Department.
- The role of faculty member having joint appointment will primarily be teaching but they may also act as a faculty adviser and a thesis adviser in both departments as per university guidelines.
- The assignment of teaching, research, and institute service responsibilities in terms of KRAs and KPIs will be the responsibility of the Dean of Primary Academic Department in consultation with the HOD. Actual division of



such responsibilities will be approved by the respective Dean(s) in consultation with the HR department at the start of each academic year.

- The appraisal of faculty member having joint appointment shall be done jointly with the HODs of Primary and Secondary departments under the chairmanship of the Dean of School(s).
- A joint appointment will be renewed on an annual basis.
- Appointment in the Secondary Department may be terminated at any point of time on the basis of mutual consent and/or the performance appraisals and/or end of duration.

Benefits:

- Teaching courses in other departments provide faculty members with an opportunity to collaborate with colleagues from different departments and broaden their academic horizons.
- Teaching courses in other departments provide students with an interdisciplinary perspective on a subject, enhancing their learning experience.
- Teaching courses in other departments may lead to joint research and publications, which can enhance the reputation of the university and the faculty members involved.
- Joint faculty shall get due weightage in annual faculty appraisals.
- The Professional Development Allowance of Joint Faculty will be Rs. 1.5 Lac per year.

Selection Process:

- The request for a joint appointment must be made in writing by the faculty member in the prescribed format with appropriate documentary support. This request will be evaluated in sequence by respective Heads of Departments (both Primary and Secondary).
- The application should include the faculty member's academic qualifications, teaching experience, research publications, and expertise in the subject matter of the course they wish to teach in the other department.
- The recommendations of both the departments will be sent to the respective Dean or Deans (if departments are from two different schools).
- Their written recommendations from the Dean(s) will be forwarded to the Vice Chancellor for his approval.



- HR Department will complete the formalities in issuing the appointment letter after necessary approvals from the President's office as per practice.

Guidelines:

- The joint faculty will teach/coteach the course(s) offered by the Secondary department. Let's take an example, the joint faculty from any other department will teach the core course offered by CSE Department such as Artificial Intelligence, Machine Learning, Cloud Computing, Unix, Python, C++, etc. The similar model will be followed for any joint faculty appointment.
- The Fractional workload formula will be applied such Joint faculty appointments between two units.
- Faculty members' obligations across the two units are not greater than those of others who are full-time in one unit/dept. Hence it is recommended that they decide on the appointment percentage split between two units which should not be more than 100%.
- The Primary department will act as the Administrative or home department and take primary responsibility for calling joint discussions with secondary departments in terms of Teaching/Service expectations, setting evaluation criteria/procedures, Access to resources, conducting reviews, conflict management, resolution of issues etc.,



Registrar
Dr. R. PREMKUMAR
REGISTRAR
SRM UNIVERSITY - AP
Andhra Pradesh - 522240