

AAO (HR) Fac Matters

APPROVED MINUTES

MINUTES OF THE 104th BOARD OF GOVERNORS MEETING OF INDIAN INSTITUTE OF MANAGEMENT KOZHIKODE HELD ON 14 OCT 2023 AT 11:00 HRS IN KOCHI

BGM 104.8

Revised Policy for Faculty Recruitment – Proposal

The present IIMK Faculty Norms effective from 14 August 2021 was approved by the Board in its 95th BoG meeting held on 14 August 2021. Director had constituted a Committee consisting of Prof. Shubhasis Dey (Chairperson), Prof. Rajesh Srinivas Upadhyayula and Prof. Rudra Sensarma to evaluate the current Faculty Recruitment Process.

The Committee submitted a detailed procedure for registration, application, area evaluation and interview. The Committee has also proposed separate cut off marks for shortlisting each category of candidates (General/EWS/SC/ST/OBC/PwBD). The proposal of the committee is attached below as **Annexure-II**.

It is proposed that Faculty Recruitment Policy may be revised as per the proposal submitted by the Committee and the Director may be entrusted with discretionary power to modify, alter or add any provision to this policy based on contingency.

Submitted to the Board for kind information and approval of the revised Faculty Recruitment Policy as proposed in Annexure-II attached below.

The Board approved the revised Faculty Recruitment Policy as proposed in Annexure-II attached below for a period of one year and thereafter the Director could make changes to the Document as necessary.

Annexure-II

**Recommendations of the Committee entrusted to review
IIMK's Faculty Recruitment Process**

Committee Members:

**Professor Rudra Sensarma
Professor Rajesh Upadhyayula, Dean (Programmes)
Professor Shubhasis Dey, Dean (FA&D) - Chairperson**

The recommendations of the Committee are detailed below:

IIMK Faculty Recruitment Process will be conducted throughout the year until the desired vacancies are filled. Every year will have two faculty recruitment cycles. Each recruitment cycle will typically have a six-month validity period within which the entire faculty recruitment process will be conducted. Post expiry of the first faculty recruitment cycle, the second cycle will automatically become valid for a typical period of another six months. This process will be repeated every year until the desired vacancies are filled. Moreover, each faculty recruitment cycle will have two time-windows. The first time-window will involve eligibility screening and application process that will typically conclude within the first two months of a recruitment cycle. The second time-window will consist of area evaluation and academic interaction that includes recruitment seminar and interview. Broadly, this process will conclude within the remaining four months of the faculty recruitment cycle.

IIMK Faculty Recruitment Process, for a given recruitment cycle, will consist of four stages. The first stage is eligibility screening. Only eligible candidates will be allowed to proceed to the application stage. All candidates who have submitted their complete faculty applications, within the specified deadline, are then, in the next stage, evaluated by IIMK faculty members, relevant to their areas of application. The final stage of the faculty recruitment process is academic interaction that includes recruitment seminar and interview of all attending candidates. The details of the above-mentioned four stages are given below.

Eligibility Screening

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Secretary, Board of Governors

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a. Minimum eligibility for applicants to Assistant Professor (Grade II):

- PhD in a relevant area or submission of thesis for award of PhD
- Overall 60 percent (or above) in the degree preceding PhD
- Significant contributor in at least one published or unpublished research article in the relevant area

b. Minimum eligibility for applicants to Assistant Professor (Grade I):

- PhD in a relevant area
- Overall 60 percent or above in the degree preceding PhD
- Significant contributor in at least one published research article in the relevant area and in a journal that is rated A (or above) in the latest ABDC journal ranking list or rated 3 (or above) in the latest ABS journal ranking list
- 3 Years and above teaching/research/industrial experience post PhD

c. Minimum eligibility for applicants to Associate Professor:

- PhD in a relevant area
- Overall 60 percent or above in the degree preceding PhD
- Significant contributor in at least two published research articles in the relevant area and in journals that are rated A (or above) in the latest ABDC journal ranking list or rated 3 (or above) in the latest ABS journal ranking list
- 6 Years and above teaching/research/industrial experience post PhD of which at least 3 years is at the level of Assistant Professor (Grade I)

d. Minimum eligibility for applicants to Professor:

- PhD in a relevant area
- Overall 60 percent or above in the degree preceding PhD
- Significant contributor in at least four published research articles in the relevant area and in journals that are rated A (or above) in the latest ABDC journal ranking list or rated 3 (or above) in the latest ABS journal ranking list
- 10 Years and above teaching/research/industrial experience post PhD of which at least 4 years is at the level of Associate Professor

Applicants to various positions who meet the above-mentioned minimum eligibility will be allowed to proceed to the application stage.

Application

As part of the application process, all candidates are required to submit their latest curriculum vitae containing information such as their names and contact details, details of their education and work experience (if any), details of their published and/or unpublished research articles and details of their conference presentations. A sample Curriculum Vitae is attached in Appendix A. Applicants are further required to submit documentary evidence of their category, if relevant. Finally, all candidates are required to submit a 'job market paper', which is their recent best published or unpublished paper in which they are a significant contributor.

All complete and submitted applications received within the specified deadline are then evaluated by IIMK faculty members, relevant to the areas of application.

Area Evaluation

IIMK faculty members of each area, in which faculty applications are received, are provided with the curriculum vitae and the 'job market paper' of applicants. Area members are required to evaluate a candidate out of 40 marks, as per the following criteria.

- a. Research (20 marks)
- b. Area Suitability (10 marks)

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चार अरब एक कोटी २५ पी.ओ., कोयंबटूर ६७३५७०

c. Educational Background and/or Work Experience (10 marks)

Each area is required to evaluate their faculty applications in an area meeting in which at least 50 percent of area members are present. Area Chairpersons are then required to forward their recommendations to Dean (FA&D) in the form of signed area minutes along with a common area evaluation sheet, as per the above-mentioned criteria. A sample Area Evaluation Sheet is attached in Appendix B.

Academic Interaction

The minimum eligibility cut-off for each category is calculated based on the area evaluation out of 40 marks. The details of the cut-offs are given below.

- a. General: 22
- b. EWS: 20
- c. OBC: 20
- d. SC: 18
- e. ST: 16
- f. PwD: 14

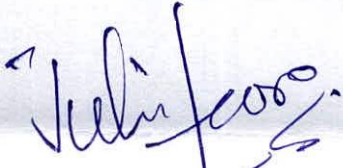
For candidates who do not meet the minimum eligibility cut-offs, the Faculty Assessment Committee would review the applications and assign scores independently. Candidates who meet the minimum eligibility cut-off of their respective category are then invited for the faculty recruitment seminar and interview process.

The first process as part of academic interaction will include faculty recruitment seminars of candidates. Each applicant's recruitment seminar will be of 30 minutes' duration, including questions and answers, in which they will present their 'job market paper' that they have submitted as part of their application. Qualitative feedback of each candidate's faculty recruitment seminar will be collected from the seminar audience. A sample Seminar Feedback Form is attached in Appendix C. The faculty recruitment seminar will be followed by the interview process. The interview panel will consist of the following members*:

- a. Director as Chairperson
- b. Dean (FA&D)
- c. External Expert belonging to the Area of Application

* If any of the candidates belongs to SC/ST/OBC/PwD/Women category, the interview panel may include one expert belonging to the relevant category.

The interview panel will evaluate each candidate out of 60 marks. The final score will be calculated out of 100 marks, of which 40 marks will come from the area evaluation (or the Faculty Assessment Committee evaluation) and the remaining 60 marks will come from the interview.



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Appendix A

NAME

PHOTO

NATIONALITY

CONTACT DETAILS

Contact Address:

Email:

Phone:

DATE OF BIRTH

RESEARCH INTERESTS

EDUCATION

PhD

Educational Institution:

Period:

Dissertation Title:

Committee:

Masters (if any)

Educational Institution:

Period:

Overall Percentage:

Bachelors

Educational Institution:

Period:

Overall Percentage:

PUBLICATIONS

Peer-Reviewed Articles (if any)

Article 1 Details

Article 2 Details

Articles under Review (if any)

Article 1 Details

Article 2 Details

Working Papers

Working Paper 1 Details

Working Paper 2 Details

Book Chapters (if any)

Book Chapter 1 Details

Book Chapter 2 Details

Books (if any)

Book 1 Details

Book 2 Details

TEACHING EXPERIENCE (if any)

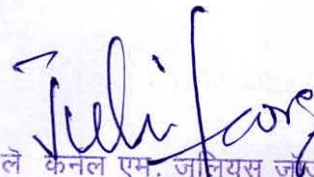
Educational Institution:

Period:

Course(s):

RESEARCH/INDUSTRY EXPERIENCE (if any)

Institution:



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Designation/Fellowship:
Period:

CONFERENCE PAPERS

Conference Paper 1 Details
Conference Paper 2 Details

HONOURS/AWARDS

Honours/Awards Details

Appendix B

Area Evaluation Sheet

Serial No.	Application No.	Name of Candidate	Research (20)	Area Suitability (10)	Educational Background and/or Work Experience (10)	Total Score (40)

Julius George

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Seminar Feedback Form

Area:

Date:

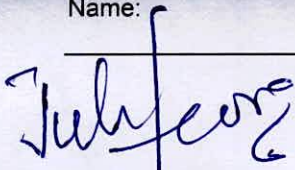
Name of the Candidate:

Please provide your evaluation of this seminar by way of ticking the relevant level:

- | | |
|---------------------------------|----------------------------------------------------------------|
| 1. Research Rigor: | Excellent
Very Good
Good
Average
Poor
Very Poor |
| 2. Conceptual Clarity: | Excellent
Very Good
Good
Average
Poor
Very Poor |
| 3. Response to Questions: | Excellent
Very Good
Good
Average
Poor
Very Poor |
| 4. Organization & Presentation: | Excellent
Very Good
Good
Average
Poor
Very Poor |
| 5. Communication: | Excellent
Very Good
Good
Average
Poor
Very Poor |

Name:

Signature



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