



Faculty of Health Sciences (FHS)									
College / Department	Designation	Eligibility				Method of Recruitment	Probation and Term of office	Appointing Authority	Regulatory / Steering Body
		Basic Qualification	Post-graduate Qualification	Research & Publications	Academic / Professional Experience				
Shifa College of Medicine (SCM)	Demonstrator / Lecturer / Registrar	MBBS or equivalent medical qualification fully recognized/registered by the PM&DC	NIL	Not required (Preference shall be given if publications present)	Not required (Preference shall be given if experience present)	By recruitment	a. Probation of 6 months b. Regularization after 6 months subject to satisfactory performance	University prescribed Selection, recruitment and promotion committee	PM&DC
	Snr. Registrar		PM&DC level 3 Qualification in respective subject (FCPS/MS/MD) (-OR-) Other equivalent level 3 qualifications in the speciality approved SRC and recognised/registered by the PM&DC						
	Snr. Lecturer		PM&DC recognized level 2b Qualification or equivalent in respective basic subjects/respective speciality approved by SRC and recognized/registered by PM&DC						
	Asst. Prof. (BHS)		PM&DC recognized level 2b or level 3 Qualification in respective basic subjects or Equivalent PM&DC level 2b or level 3 qualification in the respective speciality approved for teaching by SRC and recognized/registered by PM&DC	2 x research articles (1st three authors) in relevant subject in PM&DC recognized medical journals.	2 Years teaching experience as demonstrator before or after level 2b qualification and 1 year teaching experience as demonstrator before or after level 3 qualification	a. By promotion (preferable) b. By recruitment (if no suitable candidate available amongst the faculty)			
	Assoc. Prof. (BHS)		<b>For Medical Education:</b> Level 2a & b or Level 3 postgraduate degree (-OR-) diploma in medical education recognized by PM&DC.	6 x original research articles (1st three authors) as Assistant Professor in relevant subject in PM&DC recognized medical journals with atleast 3 in HEC 'W' category	5 years of teaching experience as Asst. Prof. in relevant subject. (PM&DC experience recognition letter is mandatory)				
	Prof. (BHS)		PM&DC recognized level 3 Qualification in relevant subject <b>For Medical Education:</b> Level 2a & b or Level 3 postgraduate degree (-OR-) diploma in medical education recognized by PM&DC.	10 x original research articles (1st three authors) in relevant subject in PM&DC recognized medical journals. Atleast 5 in HEC 'W' category and total 3 out of 10 articles in the last 3 years.	3 years of teaching experience as Associate Professor in the respective subject. (-OR-) 9 years teaching experience as an Assistant Professor in the respective subject	a. Probation of 3 months b. Regularization after 3 months subject to satisfactory performance			



## FACULTY SERVICE STRUCTURE

College / Department	Designation	Eligibility				Method of Recruitment	Probation and Term of office	Appointing Authority	Regulatory / Steering Body		
		Basic Qualification	Post-graduate Qualification	Research & Publications	Academic / Professional Experience						
Shifa College of Medicine (SCM)	Asst. Prof. (CHS)	MBBS or equivalent medical qualification fully recognized/registered by the PM&DC	PM&DC level 3 Qualification in respective subject (FCPS/MS/MD) (-OR-) Other equivalent level 3 qualifications in the speciality approved SRC and recognised/registered by the PM&DC	2 x research articles (1st three authors) in relevant subject in PM&DC recognized medical journals.	<u>Full time faculty:</u> 2 years teaching experience before or after level 3 qualification as Senior Registrar or equivalent in relevant subject. <u>Recognized faculty:</u> Consultants not holding designations / titles but teaching undergraduate / postgraduate students in PM&DC recognized institutions shall be granted teaching experience at ratio 2:1.	a. By promotion (preferable) b. By recruitment (if no suitable candidate available amongst the faculty)	a. Probation of 6 months b. Regularization after 6 months subject to satisfactory performance	University prescribed Selection, recruitment and promotion committee	PM&DC		
	Assoc. Prof. (CHS)			6 x original research articles (1st three authors) as Assistant Professor in relevant subject in PM&DC recognized medical journals with atleast 3 in HEC 'W' category	<u>Full time faculty:</u> 5 years of teaching experience as Asst. Prof. in relevant subject. <u>Recognized faculty:</u> Consultants not holding designations / titles but teaching undergraduate / postgraduate students in PM&DC recognized institutions shall be granted teaching experience at ratio 2:1.					a. Probation of 3 months b. Regularization after 3 months subject to satisfactory performance	a. University prescribed Selection, recruitment and promotion committee b. Recommendation by the Syndicate c. Approval by Senate
	Prof. (CHS)			10 x original research articles (1st three authors) in relevant subject in PM&DC recognized medical journals. Atleast 5 in HEC 'W' category and total 3 out of 10 articles in the last 3 years.	<u>Full time faculty:</u> 3 years of teaching experience as Associate Professor in the respective subject. (-OR-) 9 years teaching experience as an Assistant Professor in the respective subject <u>Recognized faculty:</u> Consultants not holding designations / titles but teaching undergraduate / postgraduate students in PM&DC recognized institutions shall be granted teaching experience at ratio 2:1.						



Faculty of Nursing & Midwifery (FNM)									
College / Department	Designation	Eligibility				Method of Recruitment	Probation and Term of office	Appointing Authority	Regulatory / Steering Body
		Basic Qualification	Post-graduate Qualification	Research & Publications	Academic / Professional Experience				
Shifa College of Nursing (SCN)	Junior Lecturer	BSN/PRN	NIL	Not required (Preference shall be given if publications present)	Internship completed	By recruitment	a. Probation of 6 months b. Regularization after 6 months subject to satisfactory performance	University prescribed Selection, recruitment and promotion committee	PNC
	Lecturer				1 Year teaching experience in addition to 2 to 4 Years of clinical experience				
	Snr. Lecturer		First Class MS/M.Phil/MSN degree awarded after 16 years of education in relevant field of Health Sciences from HEC recognized University/DAI (18 years of education) (Preferable)	1 x research article in HEC recognized 'W', 'X' or 'Y' category journals (Preferable)	2 to 3 Years teaching experience in addition to 2 to 4 Years of clinical experience				
	Asst. Prof.		First Class MS/M.Phil/MSN degree (Preferably MSN) awarded after 16 years of education in relevant field from HEC recognized University/DAI (18 years of education)	2 to 3 research articles in HEC recognized 'W', 'X' or 'Y' category journals out of which 1 should be as 1st author (Preference shall be given to candidates having research experience as PI/Co-PI)	4 Years teaching experience in addition to 3 to 4 Years of clinical experience				
	Assoc. Prof.		PhD degree awarded after 18 years of education in the relevant field from HEC recognized University/DAI (21 years of education)	Min. 2 out of total 5 research articles in HEC recognized 'W' or 'X' category journals, alongwith atleast 2 articles as 1st author. (Preference shall be given to candidates having research experience as PI/Co-PI in addition to experience in thesis supervision)	6 years teaching / research experience (including graduate level teaching) in addition to 4 years clinical experience				
	Prof.			Min. 5 out of total 10 research articles in HEC recognized 'W' or 'X' category journals, alongwith atleast 5 articles as 1st author. (Preference shall be given to candidates having research experience as PI/Co-PI in 2-3 projects in addition to experience in thesis supervision)	10 years teaching / research experience (including graduate level teaching) in addition to 5 years clinical experience				
					a. By promotion (preferable) b. By recruitment (if no suitable candidate available amongst the faculty)	a. Probation of 3 months b. Regularization after 3 months subject to satisfactory performance	a. University prescribed Selection, recruitment and promotion committee b. Recommendation by the Syndicate c. Approval by Senate		



Faculty of Pharmaceutical & Allied Health Sciences (FPAHS)									
College / Department	Designation	Eligibility			Method of Recruitment	Probation and Term of office	Appointing Authority	Regulatory / Steering Body	
		Basic Qualification	Post-graduate Qualification	Research & Publications					Academic / Professional Experience
Shifa College of Pharmaceutical Sciences (SCPS)	Instructor	B.Pharm / Pharm.D from HEC recognized University/DAI (16 years of education)	NIL	Not required (Preference shall be given if publications present)	Not required (Preference shall be given if experience present)	a. Probation of 6 months b. Regularization after 6 months subject to satisfactory performance	University prescribed Selection, recruitment and promotion committee	PCP / HEC	
	Lecturer		First Class MS/M.Sc degree awarded after 16 years of education in relevant field from HEC recognized University/DAI (17 years of education)		2 Years Post MS/M.Sc teaching/research experience				
	Snr. Lecturer		First Class MS/M.Phil degree awarded after 16 years of education in relevant field from HEC recognized University/DAI (18 years of education)		Not required				
	Asst. Prof.		PhD in the relevant field from HEC recognized University/DAI (21 years of education) <b>Subject to relaxation by HEC/approval from syndicate:</b> First Class MS/M.Phil degree awarded after 16 years of education in relevant field from HEC recognized University/DAI (18 years of education)	2 x original research articles in HEC recognized 'W', 'X' or 'Y' category journals (Preferable)	Not required (preference shall be given if experience present) <b>Subject to relaxation by HEC/approval from syndicate:</b> 6 Years of post MS/M.Phil teaching/research experience				a. By promotion (preferable) b. By recruitment (if no suitable candidate available amongst the faculty)
	Assoc. Prof.		PhD degree awarded after 18 years of education in the relevant field from HEC recognized University/DAI (21 years of education)	10 x original research articles with atleast 2 in 'W' and 2 in 'X' category HEC recognized journals (Atleast 4 out of 10 articles in the last 5 years)	10 yrs total experience with atleast 5 yrs post MS/M.Phil teaching/research experience (-OR-) 5 years post PhD teaching/research experience				a. University prescribed Selection, recruitment and promotion committee b. Recommendation by the Syndicate c. Approval by Senate
	Prof.			15 x original research articles with atleast 3 in 'W' and 3 in 'X' category HEC recognized journals (Atleast 6 out of 15 articles in the last 5 years)	15 yrs total experience with atleast 10 yrs post MS/M.Phil teaching/research experience (-OR-) 10 years post PhD teaching/research experience				



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		Basic Qualification	Post-graduate Qualification	Research & Publications	Academic / Professional Experience						
Department of Physical Therapy (DPT)	Instructor	BSPT/DPT from HEC recognized University/DAI (16 years of education)	NIL	Not required (Preference shall be given if publications present)	Not required (Preference shall be given if experience present)	By recruitment	a. Probation of 6 months b. Regularization after 6 months subject to satisfactory performance	University prescribed Selection, recruitment and promotion committee	HEC		
	Lecturer		First Class MS/M.Sc degree awarded after 16 years of education in relevant field from HEC recognized University/DAI (17 years of education)		2 Years Post MS/M.Sc teaching/reasearch experience						
	Snr. Lecturer		First Class MS/M.Phil/PP-DPT degree awarded after 16 years of education in relevant field from HEC recognized University/DAI (18 years of education)		Not required					4 Years total experience with atleast 2 years of post MS/M.Phil teaching/research experience	
	Asst. Prof.		PhD in the relevant field from HEC recognized University/DAI (21 years of education)	2 x original research articles in HEC recognized 'W', 'X' or 'Y' category journals (Preferable)	Not required (preference shall be given if experience present)					a. By promotion (preferable) b. By recruitment (if no suitable candidate available amongst the faculty)	
	Assoc. Prof.		Subject to relaxation by HEC/approval from syndicate: First Class MS/M.Phil/PP-DPT degree awarded after 16 years of education in relevant field from HEC recognized University/DAI (18 years of education)		10 x original research articles with atleast 2 in 'W' and 2 in 'X' category HEC recognized journals (Atleast 4 out of 10 articles in the last 5 years)						10 yrs total experience with atleast 5 yrs post MS/M.Phil teaching/research experience (-OR-) 5 years post PhD teaching/research experience
	Prof.				PhD in the relevant field from HEC recognized University/DAI (21 years of education)						15 x original research articles with atleast 3 in 'W' and 3 in 'X' category HEC recognized journals (Atleast 6 out of 15 articles in the last 5 years)



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		Basic Qualification	Post-graduate Qualification	Research & Publications	Academic / Professional Experience					
Shifa College of Medical Technology (SCMT)	Instructor	Preferably BS-MT in relevant specialization (-OR-) BS/B.Sc in Basic Medical Sciences (-OR-) MBBS form HEC recognized University/DAI (16 years of education)	NIL	Not required (Preference shall be given if publications present)	Not required (Preference shall be given if experience present)	By recruitment	a. Probation of 6 months b. Regularization after 6 months subject to satisfactory performance	University prescribed Selection, recruitment and promotion committee	HEC	
	Lecturer		First Class MS/M.Phil degree awarded after 16 years of education in relevant field from HEC recognized University/DAI (18 years of education)		2 x original research articles in HEC recognized 'W', 'X' or 'Y' category journals (Preferable)					4 Years total experience with atleast 2 years of post MS/M.Phil teaching/research experience
	Snr. Lecturer		PhD in the relevant field from HEC recognized University/DAI (21 years of education)	10 x original research articles with atleast 2 in 'W' and 2 in 'X' category HEC recognized journals (Atleast 4 out of 10 articles in the last 5 years)						Not required (preference shall be given if experience present)
	Asst. Prof.									10 yrs total experience with atleast 5 yrs post MS/M.Phil teaching/research experience (-OR-) 5 years post PhD teaching/research experience
	Assoc. Prof.				15 yrs total experience with atleast 10 yrs post MS/M.Phil teaching/research experience (-OR-) 10 years post PhD teaching/research experience					
Prof.	15 x original research articles with atleast 3 in 'W' and 3 in 'X' category HEC recognized journals (Atleast 6 out of 15 articles in the last 5 years)	15 yrs total experience with atleast 10 yrs post MS/M.Phil teaching/research experience (-OR-) 10 years post PhD teaching/research experience		a. Probation of 3 months b. Regularization after 3 months subject to satisfactory performance		a. University prescribed Selection, recruitment and promotion committee b. Recommendation by the Syndicate c. Approval by Senate				



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		Basic Qualification	Post-graduate Qualification	Research & Publications	Academic / Professional Experience					
Department of Clinical Psychology (DCP)	Instructor	BS/B.Sc Psychology (16 years of education)	NIL	Not required (Preference shall be given if publications present)	Not required (preference shall be given if experience present)	By recruitment	a. Probation of 6 months b. Regularization after 6 months subject to satisfactory performance	University prescribed Selection, recruitment and promotion committee	HEC	
	Lecturer		First Class MS/M.Phil degree awarded after 16 years of education in relevant field from HEC recognized University/DAI (18 years of education)		4 Years total experience with at least 2 years of post MS/M.Phil teaching/research experience					
	Snr. Lecturer		PhD in the relevant field from HEC recognized University/DAI (21 years of education)	2 x original research articles in HEC recognized 'W', 'X' or 'Y' category journals (Preferable)	Not required (preference shall be given if experience present)					a. By promotion (preferable) b. By recruitment (if no suitable candidate available amongst the faculty)
	Asst. Prof.			10 x original research articles with at least 2 in 'W' and 2 in 'X' category HEC recognized journals (At least 4 out of 10 articles in the last 5 years)	10 yrs total experience with at least 5 yrs post MS/M.Phil teaching/research experience (-OR-) 5 years post PhD teaching/research experience					
	Assoc. Prof.			15 x original research articles with at least 3 in 'W' and 3 in 'X' category HEC recognized journals (At least 6 out of 15 articles in the last 5 years)	15 yrs total experience with at least 10 yrs post MS/M.Phil teaching/research experience (-OR-) 10 years post PhD teaching/research experience					a. Probation of 3 months b. Regularization after 3 months subject to satisfactory performance
	Prof.									



Faculty of Management Sciences									
College / Department	Designation	Eligibility				Method of Recruitment	Probation and Term of office	Appointing Authority	Regulatory / Steering Body
		Basic Qualification	Post-graduate Qualification	Research & Publications	Academic / Professional Experience				
Department of Management Sciences	Lecturer	Preferably BBA/BS-Management Sciences with relevant specialization (-OR-) Bachelors/BS in any specialization from HEC recognized University/DAI (16 years of education)	First Class MS/M.Phil degree awarded after 16 years of education in relevant field from HEC recognized University/DAI (18 years of education)	Not required (Preference shall be given if publications present)	Not required	By recruitment	a. Probation of 6 months b. Regularization after 6 months subject to satisfactory performance	University prescribed Selection, recruitment and promotion committee	NBAEC / HEC
	Snr. Lecturer				3 Years total experience with atleast 2 years of post MS/M.Phil teaching/research experience				
	Asst. Prof.		PhD in the relevant field from HEC recognized University/DAI (21 years of education)	Not required (Preference shall be given if publications present)	Not required (preference shall be given if experience present)	a. By promotion (preferable) b. By recruitment (if no suitable candidate available amongst the faculty)			
			<b>Subject to relaxation by HEC/approval by syndicate:</b> First Class MS/M.Phil degree awarded after 16 years of education in relevant field from HEC recognized University/DAI (18 years of education)		<b>Subject to relaxation by HEC/approval from syndicate:</b> 4 Years total experience with atleast 2 years of post MS/M.Phil teaching/research experience				
	Assoc. Prof.		PhD degree awarded after 18 years of education in the relevant field from HEC recognized University/DAI (21 years of education)	10 x original research articles in HEC recognized journals (Atleast 4 out of 10 articles in the last 5 years)	4 Yrs post PhD teaching/research experience	a. Probation of 3 months b. Regularization after 3 months subject to satisfactory performance			
Prof.	15 x original research articles in HEC recognized journals (Atleast 6 out of 15 articles in the last 5 years)	8 Yrs post PhD teaching/research experience		b. Recommendation by the Syndicate c. Approval by Senate					





**Eligibility / Procedure prescribed for promotion of faculty at STMU and its constituent colleges/department:**

**Eligibility:**

- Atleast one year completion of continuous service at STMU as a faculty member on current position having 'Good' appraisal rating from Dean/Head and 'Very Good' student feedback with NO disciplinary warning/action within a year.
- Should qualify all qualification/experience eligibility conditions required for the next level; on or before 30th of June.
- Recommendation and Justification from Respective Dean/Principal/Head/Director of Faculty/College/Dept./Institute selection and promotion committee; and should accompany with complete dossier and Job descriptions of previous and new appointment.
- Final decision/recommendation of the University selection, recruitment and promotion committee and approval by the competent authority/bodies (as prescribed above).

**Procedure:**

- The faculty promotion cases shall be prepared under the University service structure (above) on prescribed appraisal form(s).
- While recommending a faculty member for promotion and/or increment(s); the evaluator, reviewer and concerned HR/Admin In-charge must ensure that employee qualifies all conditions required for the next level as explained in the Service Structure and its budgetary provision.
- The College/Department selection and promotion committees shall evaluate these cases and recommend/not recommend/defer, as the case may be. The said committee shall forward such recommendations to the University selection, recruitment and promotion committee through HR Department STMU latest by 1st week of May.
- HR Department STMU shall scrutinize the recommended cases and present it to the University selection, recruitment and promotion committee for review and final decision/recommendation to the authority/body (as prescribed above).
- The University selection, recruitment and promotion committee may request Faculty/College/Department/Institute Dean/Principal/Head/Director -or- Chairman of its selection and promotion committee to present/defend their respective cases. The final decisions/recommendations shall be forwarded to the competent authority for approval latest by 4th week of May (as applicable).

**Note:**

- New appointments shall be strictly made according to this Service Structure with effect from July 1st, 2017.
- Promotion cases of 2017-18 and 2018-19 shall be considered and evaluated on case to case basis. However, promotions in such cases shall be made with remarks of encouragement that the shortcomings (if any) with regard to respective upgraded rank shall be covered at par with some appropriate timelines as may be determined by the Competent Authority at the time of effect of promotion.