



**BABA FARID UNIVERSITY
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No. 06(BFUHS_DEO2)09/ 10898-10999

Date: 28/4/19

The Principals
All Medical/ Dental/ Ayurvedic/ Homoeopathic/ Nursing/
Physiotherapy/ Med. Lab. Technology Colleges
affiliated to Baba Farid University of Health Sciences,
Faridkot

Subject: Guidelines for the faculty Joining/ Leaving the institutions during the academic session.

The Hon'ble Vice-Chancellor had constituted a committee for framing the guidelines for the faculty joining/ leaving the institutions during the academic session.

Dental Council of India and Indian Nursing Council of India has already decided against the faculty members leaving the institution in the middle or during the academic session. The relevant paras are reproduced below:

Dental Council of India

"Dental faculty who desired transfer from one Dental Institution to another Dental institution are advised to give 3 months notice before the expiry of the academic session as prescribed by the respective Universities. Midsession transfer is not permitted by DCI"

Indian Nursing Council

"Many of the teaching faculty are leaving the institutions during the middle of the academic year, which affects the implementation of curriculum and students will be put into inconvenience. It is therefore in case teachers who will be leaving in middle of the academic year such teaching faculty will be brought under the disciplinary action by the State Nursing Council and also they may be considered for withdrawal of license after following due procedure"

In the interest of the study of the students, all the institutions are advised to take necessary corrective steps. On the recommendations of the committee the University has taken the following decisions:

1. The academic session of the University shall start from 1st August of every year to 31st July of the following year.
2. In case the member of the faculty intends to leave the institutions for whatsoever reason he/she will have to submit a notice for a period of three (3) months notice before the expiry of the academic session. In case the employee is found to be at fault the University may take appropriate action against the employee. The punishment may include debarring/ blacklisting the teacher for appointment and even sending recommendation to the concerned council for the removal of name from the register.
3. At the time of appointment of the member of the faculty, the college will obtain an undertaking in the form of an affidavit from the concerned teacher to serve the institute/ college for at least 1 year i.e. the academic session. There shall be no leaving of the institution in the mid-session. This step has been recommended keeping in view the study of the students in public interest.
4. If a faculty member leaves the institution during the academic session, he/she will not be considered in the faculty in any of the college, till the completion of the academic session i.e. the college from where she/ he leave or join.

5. The Principal of the college shall be exercising the full powers as far as the academic matters are concerned. The management shall not interfere in the academic matters of the institution.
6. The Principal shall be exercising the powers of Drawing and Disbursing Officer.
7. The academic calendar fixed by the University shall be observed in toto i.e. study course, examination schedule, vacations etc shall be observed as per the schedule of the University.
8. The college shall submit the teacher's return to the University for approval every year. Any change in posting/ transfer of the faculty will be informed by the Head of the institution to the University.
9. Disciplinary proceedings against the erring/ delinquent officer/ official will be undertaken as per the provisions of Punishment and Appeal Rules, 1970 as applicable to the employees of the Punjab Government / University Statutes under intimation of the University. In case of any dispute between the faculty and the management, the matter shall be reported to the Tribunal so constituted by the Government of Punjab for this purpose.

Officer Incharge (Colleges)
For Registrar, BFUHS, Faridkot

9/12/09

Endst. No. 06(BFUHS_DEO2_Nursing)09/
Master copy

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Officer Incharge (Colleges)
For Registrar, BFUHS, Faridkot

9/12/09