



ਮਹਾਰਾਜਾ ਰਣਜੀਤ ਸਿੰਘ ਪੰਜਾਬ ਤਕਨੀਕੀ ਯੂਨੀਵਰਸਿਟੀ, ਬਠਿੰਡਾ

ਡੱਬਵਾਲੀ ਰੋਡ, ਬਠਿੰਡਾ - 151001

**Maharaja Ranjit Singh Punjab Technical University**  
DABWALI ROAD, BATHINDA-151001

[A State University Estb. by Govt. of Punjab Act No. 5(2015) u/s 2(f) & Approved u/s 12B of UGC Act, 1956]

ਐਸੋ. ਡੀਨ (ਅਕਾਦਮਿਕ ਮਾਮਲੇ)

Associate Dean (Academic Affairs)

Ref. No.: DAA/MRSPTU/Notifications/ ੨੫੧

Date: 15/5/2026

**NOTIFICATION**

(Through E-mail only)

**Sub.: Policy for Retention of Lecture-Basis Faculty during Non-Teaching Duration.**

Consequent upon the approval of the Competent Authority vide Diary No. VC/257 dated 15.05.2026, the University is pleased to notify the **policy for retention of Lecture-Basis Faculty during Non-Teaching period** for its University Departments / GZSCCET / PITs / PSAEC Patiala, as detailed below:

**1. Preamble and Strategic Institutional Context:**

The University mandates that institutional excellence necessitates the continuous engagement of qualified human resources beyond the instructional calendar. To ensure academic continuity, Maharaja Ranjit Singh Punjab Technical University (MRSPTU) is implementing a transition from a teaching-centric engagement model to a "comprehensive institutional support" model. This policy leverages the expertise of lecture-basis faculty during non-teaching periods to facilitate the smooth functioning of departmental and administrative operations.

The retention of selective lecture-basis faculty during non-teaching is a requirement to meet certain academic and administrative work. For the purposes of this policy, "Non-Teaching" is defined as the statutory period between active semesters dedicated to preparatory academic planning, administrative and research development.

**2. Guidelines for Retention (Percentage-Based Limits):**

The faculty will be retained as per the following criteria:

| Category & % Cap            | Primary Strategic Focus                            | Deputation (if, any)                                    |
|-----------------------------|--|---|
| Administrative (10%*)       | Admissions, counselling, promotions and out reach  | Admission cell and/or Parent Department                 |
| Academic (10%*)             | Curriculum development and review                  | Dean, Academic Affairs Office/ and/or Parent Department |
| Departmental Support (10%*) | Departmental administrative, and academic support. | Parent Department                                       |
| Examination (100%)          | End Semester Practical Examination                 | Parent Department                                       |

\*Department can retain up to 30% of total sanctioned lecture basis faculty member (for current semester). This capped percentage ensures that the University addresses "excess workload" and "smooth functioning" without incurring an unsustainable financial burden.

**3. Selection Criteria:**

Retention is reserved for high-value contributors who demonstrate a capacity to improve the University's research profile. The eligibility checklist includes:

- **Enrolment in PhD:** Candidates enrolled in PhD with MRSPTU will be given 1<sup>st</sup> preference (other than URF).
- **Academic Qualifications:** Possession of a Ph.D. degree or NET/SLET/SET qualifications as per UGC Regulations 2018.
- **Performance Record:** Performance history of "teaching and other related works" as observed by the Head of Department (HOD).
- **Administrative Commitment:** Explicit willingness to undertake non-remunerative administrative duties.

*Manish*  
15/5/26

#### 4. Remuneration and Payment Guidelines:

Remuneration is standardized based on the consolidated rates as mentioned below:

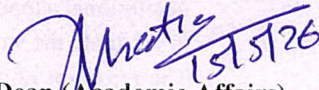
| Faculty Category                          | Monthly Consolidated Rate (Off-Session)    | Daily Basis Rate (Pro-rata) * |
|---|--|-------------------------------|
| Assistant Professor (Ph.D.)               | Rs. 30,000                                 | Rs. 1,000                     |
| Assistant Professor (Non-Ph.D.)           | Rs. 24,000                                 | Rs. 800                       |
| End Semester Practical Examination (100%) | Same as that in academic/ teaching session |                               |

\*Daily rates are calculated based on 30 days working month.

#### 5. Attendance, and Accountability:

- **Attendance and Work Diary:** Retained faculty must maintain a "Daily Attendance and Work Diary" certified by the concerned Head. They have to report on all working days as per university working hours (9:00 AM to 5:00 PM). If required, they may be called on Saturday/Sunday.
- **Performance Clause:** Engagement may be discontinued immediately without prior notice if performance in assigned academic or administrative tasks has been found unsatisfactory.
- **Period:** *All such appointment will be terminated a day before the interview date for next academic session.*

**Note:** All Departments must submit the list of retained Lecture-Basis Faculty to the office of the Deputy Registrar (Administration) for record and necessary action.

  
Associate Dean (Academic Affairs)  
MRSPTU, Bathinda

#### Copy to:

1. PA to Vice Chancellor, MRSPTU, Bathinda for information to the Vice Chancellor, please
2. Registrar, MRSPTU, Bathinda
3. Prof. I/C Accounts, MRSPTU
4. HODs of all Departments / Directors: GZSCCET / PITs / PSAEC
5. Prof I/C ITES, MRSPTU, Bathinda for uploading on University website
6. Deputy Registrar (Admin.)
7. All concerned