

University of Mumbai

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Academic Appointments & Quality Assurance (AAQA)
UNIVERSITY of MUMBAI
Fort Campus, M.G. Road, Mumbai - 32

No. AAQA/ICD/2024-25/1627

24th December, 2024

CIRCULAR :-

In continuation to this office Circular No. AAQA/ICD/2022-23/430, dated 24th June, 2024, all the Heads/Directors of the University Departments/Institutions are hereby informed that the matter of rotation of Headship as per the principle of rotation was discussed in the meeting of the Management Council of the University at its meeting held on 5th December, 2024 vide item No. 8 and passed the following resolution:-

“The principle of rotation for the Head of Department is accepted as below.

- [A] While assigning the charge of headship for the University Department the principle of rotation given by University Grants Commission (UGC) shall be followed.
- [B] No faculty shall be given charge of headship for second consecutive term.

Interpretation of different possible cases in above reference are as mentioned below:-

- 1) If department has HAG Professor/ Professors, and Professor/ Professors, the Headship shall be rotated amongst them based on seniority in such a way that all eligible HAG Professors and Professors will get chance.
- 2) If department has only one Professor then in order to follow the principle of rotation, the headship shall be rotated amongst the eligible Professor and eligible Associate Professors based on seniority.
- 3) If department has no Professors but more than one Associate Professors, the Headship shall be rotated amongst eligible Associate Professors.
- 4) If department has no Professors and only one eligible Associate Professor, the Headship shall be rotated amongst the eligible Associate Professor and eligible Assistant Professors based on seniority.
- 5) If department has no Professor and no Associate Professor, but only Assistant Professors, the headship shall be rotated amongst the eligible Assistant Professors.
- 6) In any other cases not mentioned above, the Hon'ble Vice-Chancellor will have power to take appropriate decision.
- 7) After the last eligible faculty as stated above, the clock-wise rotation will follow as per the principle stated herein.”

P.T.O.

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The above directions shall come into force with immediate effect. Therefore, all the Heads/Directors of the University Departments/Institutions are requested to kindly note the same and also appraise the same to the teaching faculties, accordingly.

Mumbai - 400 032
24th December, 2024


(Dr. Prasad Karande)
REGISTRAR

To,

All the Heads/Directors of the University Departments/Institutions.

Copy forwarded for information to :-

1. The Deputy Registrar, Executive Authorities Section, University of Mumbai, Fort, Mumbai - 400 098.
2. P.A. to Vice-Chancellor, University of Mumbai, Fort, Mumbai - 400 098.
3. P.A. to Pro-Vice-Chancellor, University of Mumbai, Fort, Mumbai - 400 098.
4. P.A. to Registrar, University of Mumbai, Fort, Mumbai - 400 098.