



Rev. Fr. Dr. S. LAZAR, S.J.,
Secretary

ST. XAVIER'S COLLEGE

(AUTONOMOUS)

(Recognized as "College with Potential for Excellence" by UGC)

(Accredited at A++ Grade with a CGPA of 3.66 out of 4 in IV Cycle by NAAC)

PALAYAMKOTTAI - 627002, TAMIL NADU, INDIA

19.08.2026

NOTIFICATION

NOMINATIONS INVITED FOR HONORARY POSITIONS

St. Xavier's College (Autonomous), Palayamkottai invites nominations from credible associates of SXC for the following honorary positions.

1. Emeritus Professor

Retired Professors from recognized Universities/Higher Educational Institutions with distinguished academic and research contributions.

2. Professor of Practice

Eminent professionals with substantial professional experience and recognized achievements in their respective fields.

Nomination

Nominations shall be submitted **through the official College website** by credible associates of SXC, along with the nominee's **Expression of Interest, CV, and supporting dossier**.

Terms and Conditions.

For details regarding eligibility, terms and conditions, and the nomination process, please refer to the Policy Document ("Policy on the Recruitment and Appointment of Emeritus Professors and Professors of Practice") available on the College website.

Last Date for Submission of Nominations: 29 August 2026.

Secretary

SECRETARY

ST. XAVIER'S COLLEGE (Autonomous)
PALAYAMKOTTAI - 627 002,
TAMILNADU

Policy No.

St. Xavier's College (Autonomous),

Palayamkottai-627 002

Policy on the Recruitment and Appointment of Emeritus Professors and Professors of Practice.

Preamble

St. Xavier's College (Autonomous), Palayamkottai has consistently promoted academic excellence through quality teaching, research, innovation, and community engagement. Recognizing the invaluable expertise of distinguished retired academicians and accomplished professionals, and in response to the recommendations of the UGC Academic and Administrative Audit Committee, the College has formulated this policy to facilitate the engagement of Emeritus Professors and Professors of Practice. The policy is intended to strengthen the institution's research ecosystem, mentorship, innovation, interdisciplinary collaboration, and academic quality in alignment with the National Education Policy (NEP) 2020 and the applicable UGC Guidelines.

1. Purpose and Scope

The purpose of this policy is to establish a transparent, merit-based, and systematic framework for the recruitment, appointment, engagement, evaluation, and separation of Emeritus Professors and Professors of Practice. The policy aims to strengthen teaching, research, innovation, mentorship, industry–academia collaboration, and institutional excellence by engaging distinguished academicians and accomplished professionals.

This policy shall apply to all academic departments, research centres, schools, and interdisciplinary units of the College.

This policy is framed in accordance with the National Education Policy (NEP) 2020, the University Grants Commission (UGC) Guidelines for Engaging Professors of Practice in Higher Educational Institutions (2022), the applicable UGC Regulations relating to

Emeritus Professors, and such other statutory regulations issued by St. Xavier's College, Palayamkottai from time to time.

2. Eligibility Criteria

2.1 Emeritus Professor

An Emeritus Professor shall:

- Be a retired Professor from a recognized University or Higher Educational Institution. Only retired Professors from recognized Universities or Higher Educational Institutions shall be eligible for appointment as an Emeritus Professor under this policy.
- Have an outstanding record of teaching, research, publications, funded projects, academic leadership, and mentoring.
- Demonstrate continued academic engagement and the ability to contribute to teaching, research, curriculum development, innovation, and institutional academic excellence.

2.2 Professor of Practice

A Professor of Practice shall:

- Be an eminent professional from industry, government, public sector, civil society, entrepreneurship, arts, culture, healthcare, law, or other relevant sectors.
- Possess substantial professional experience, normally not less than 15 years, in the relevant field.
- Have demonstrated excellence, innovation, leadership, and professional achievements at the regional, national, or international level.
- Fulfil the eligibility criteria prescribed by the UGC from time to time.

3. Recruitment Process

3.1 By Nomination by credible associates of SXC

Nomination for the positions of Emeritus Professor and Professor of Practice shall be invited only through the official website of the College.

Nomination received submitted through any other mode shall not be considered.

The notification shall specify:

- Eligibility criteria
- Area of specialization
- Nature of appointment
- Duration of appointment
- Roles and responsibilities
- Terms and conditions
- Last date for submission of applications

Nominations person shall submit an online request together with a complete dossier containing:

- Expression of interest
- Curriculum Vitae
- Copies of educational qualifications
- Experience certificates
- List of publications, books, patents and research projects (where applicable)
- Awards and recognitions
- Any other supporting documents prescribed by the College

3.2 Screening and Selection

All nominations received shall be considered by the Screening and Selection Committee to verify eligibility and evaluate the academic, professional credentials of the applicants and the academic requirements of the College.

The Committee shall assess candidates based on:

- Academic distinction and professional achievements.
- Teaching, research, publications, patents, consultancy, and funded research projects, where applicable.

- Leadership, mentorship, and academic contributions.
- National and international recognition.
- Relevance of expertise to the strategic priorities of the College.
- Potential contribution to teaching, research, innovation, consultancy, mentorship, and institutional development.

Based on its evaluation, the Committee shall recommend suitable candidates for appointment.

3.3 Constitution of the Screening and Selection Committee

The **Screening and Selection Committee** shall consist of the following members:

- **Vice Chairman** – Chairperson
- **Secretary** – Member
- **Principal** – Member
- **Deputy Principal** – Member
- **One External Expert** (Serving Professor from a recognized University) – Member
- **One External Expert** (Retired Professor from a recognized University or a recognized Higher Educational Institution) – Member

Applications shall be scrutinized to verify eligibility and assess academic and professional merit.

Shortlisting shall be based on:

- Academic excellence
- Professional achievements
- Research contributions
- Publications
- Institutional relevance
- National or international recognition

- Potential contribution to teaching, research, innovation, consultancy, and mentorship

Only shortlisted candidates shall be invited for interview.

3.4 Recommendation and Approval

The recommendations of the Screening and Selection Committee shall be placed before the Governing Body for approval.

Upon approval by the Governing Body, the Fr. Secretary shall issue the appointment order specifying the terms and conditions of engagement

4. Appointment and Contract Terms

The Secretary shall be the appointing authority for Emeritus Professors and Professors of Practice following the approval of the Governing Body. The appointment shall be purely honorary and contractual in nature. The initial tenure shall be one year.

The appointment may be extended for a further period based on:

- Satisfactory performance;
- Continued contribution to the academic and research activities of the College; and
- Approval of the Governing Body.

The appointment shall not confer any right to regular employment, permanent appointment, pension, or other service benefits.

5. Honorarium and Other Benefits

The positions of Emeritus Professor and Professor of Practice are honorary appointments.

Accordingly:

- No salary, honorarium, remuneration, or financial compensation shall be paid.
- The College may provide Travelling Allowance (TA) and Dearness Allowance (DA) for approved official visits in accordance with institutional norms.

- Local accommodation or guest house facilities may be provided, subject to availability, whenever the appointee is invited for official academic assignments.
- The appointee shall be provided access to the Library, laboratories, internet facilities, office space, and other academic resources required for carrying out assigned responsibilities.

6. Roles and Responsibilities

The Emeritus Professor or Professor of Practice shall:

- Deliver lectures, seminars, workshops, and special courses.
- Mentor faculty members, researchers, and students.
- Support curriculum design and academic innovation.
- Promote interdisciplinary and collaborative research.
- Assist in developing funded research projects and consultancy initiatives.
- Strengthen industry–academia collaboration and institutional networking.
- Support accreditation, ranking, and quality assurance initiatives.
- Enhance the research visibility and academic reputation of the College.

7. Publication Affiliation

All journal articles, conference papers, books, book chapters, patents, consultancy reports, and other scholarly publications arising from work undertaken during the tenure of appointment shall acknowledge the institutional affiliation as:

St. Xavier's College (Autonomous), Palayamkottai

The appointee shall appropriately mention the College in all scholarly publications and academic outputs produced during the tenure of engagement.

8. Performance Review

The performance of the Emeritus Professor or Professor of Practice shall be reviewed annually by the Fr. Secretary and Fr. Principal.

The review shall consider:

- Teaching contributions
- Research publications
- Mentoring activities
- Academic engagement
- Consultancy and collaborative initiatives
- Contribution to institutional development
- Overall performance and impact

The outcome of the performance review shall form the basis for extension or discontinuation of the appointment.

9. Exit Policy

The appointment shall automatically cease upon completion of the contractual period unless renewed by the Governing Body.

The appointment may also be terminated on any of the following grounds:

- Resignation with one month's notice.
- Mutual consent.
- Medical incapacity.
- Unsatisfactory performance.
- Misconduct or violation of institutional rules.
- Breach of ethical standards.
- Any decision taken by the Governing Body in the best interest of the College.

Upon completion of the tenure, the appointee shall:

- Submit a report of academic and professional contributions made during the tenure.
- Return all institutional property, if any.
- Complete all administrative clearance formalities.

10. Amendment of the Policy

This policy shall be reviewed periodically to ensure continued alignment with:

- National Education Policy (NEP) 2020.
- University Grants Commission (UGC) Regulations and Guidelines.
- Government of India and State Government notifications.
- The strategic priorities of the College.

The Governing Body shall have the authority to amend, modify, interpret, or revise this policy from time to time based on statutory requirements and institutional needs.

Date: 10.08.2026


Secretary

SECRETARY

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