



Dayananda Sagar College of Architecture

Recognised by Council of Architecture, New Delhi
Affiliated to Visvesvaraya Technological University, Belagavi

TO WHOMSOEVER IT MAY CONCERN

The below extract is taken from Handbook of Professional Documents by Council Of Architecture, An autonomous statutory body of Government of India Incorporated under the Architects Act, 1972.

COA (Minimum Standards of Architectural Education) Regulations, 2020

- APPENDIX-B , pg no 38

Minimum Standards of Architectural Education Guidelines for Post Graduate Programme, 2022

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As per the **COA Regulations**, the institutions are allowed to have up to **50%** of the faculty members on **tenure (temporary) basis**.

This is for your information.

Principal

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Dayananda Sagar College of Architecture
DAYANANDA SAGAR INSTITUTIONS
Shavige Malleshwara Hills,
Kumaraswamy Layout, BANGALORE - 560 111

Shavige Malleshwara Hills, Kumaraswamy Layout, Bangalore - 560 078.

Direct : 080 - 4212 6117 / 42171117

Tele : +91 80 26662226 Telefax : +91 80 26660789

Website: www dsca.edu.in

Extract Of
**COA (Minimum Standards of Architectural
Education) Regulations, 2020**

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Kumaraswamy Layout, Bangalore - 560 111.

52. FOREIGN LANGUAGE

Course on any foreign language.

GUIDELINES FOR CONDUCT OF**PRACTICAL TRAINING AND ARCHITECTURAL DESIGN THESIS**

1. **PRACTICAL TRAINING** —(1) Practical Training shall be undergone during 8th/ 9th semester of the Architecture Degree course for a period of six months or one semester in the office of an architect or an organization operating in an allied field of practice or research, duly approved by the institution, under mentorship of an architect having experience of at least 5 years.
 - (2) The practical training shall be supervised and evaluated through periodic assessment by the mentoring architect and end semester examination (viva voce) as part of curricular studies.
 - (3) Training in Foreign Country shall be done under the Registered Architect of that Country and to be approved and monitored by the Head of the University or Institution.
2. **ARCHITECTURAL DESIGN THESIS** – (1) The Architectural Design Thesis shall be prepared under the guidance of a core Faculty member.
 - (2) The University or Institution shall conduct the internal evaluation at stages for the Architectural Design Thesis with the guide as a co-assessor.
 - (3) A jury comprising of an internal and external examiner and the guide shall conduct the final examination (Viva-voce) of the Architectural Design Thesis. External Examiners shall have minimum 10 years' experience.
 - (4) Practical Training shall be completed before the commencement of Architectural Design Thesis.

APPENDIX-B**STAFF REQUIREMENT**

(Strength of full time-faculty based on sanctioned intake)

A. FULL TIME TEACHING STAFF:

Year	I				II				III				IV				V				Total
	H	P	APr	AP	H	P	APr	AP	H	P	APr	AP	H	P	APr	AP	H	P	APr	AP	
40	1	0	1	1	1	0	1	4	1	0	2	6	1	0	3	8	1	1	3	10	15
80	1	0	1	4	1	0	3	8	1	1	4	12	1	2	5	15	1	2	6	20	29
120	1	0	2	6	1	1	4	11	1	2	6	17	1	3	8	22	1	4	10	28	43

II- Head of Institution; P- Professor; A Pr- Associate Professor; AP- Assistant Professor

Notes:

1. Only candidates registered with Council under the provisions of the Architects Act, 1972 shall be eligible for the core faculty posts subject to minimum qualifications, pay and experience as prescribed in Appendix B.
2. In addition to above, approximately 25 per cent. of the teaching load should be allotted to the Visiting faculty drawn from profession.
3. Full time faculty may be recruited in the allied areas from the field of Engineering, Fine Arts, Humanities, etc. provided that there is a minimum of 12 core full time faculty along with Head for an intake of 40. The faculty from allied areas shall not exceed more than 3 for an intake of 40, 6 for an intake of 80 and 9 for an intake of 120. Further, they should be appointed only at the posts of Associate Professor and Assistant Professor in the cadre ratio of 1:2. The minimum qualifications and experience required for appointment of these faculty shall be as per All India Council for Technical Education (AICTE) or University Grants Commission (UGC) Norms, as the case may be. However, the concerned faculty should have the minimum qualification in the respective field(s) at Bachelor's and/ or Master's level with at least 60 per cent. marks at either level.
4. To maintain teacher and student ratio of 1:10, the institution shall have requisite number of visiting faculty teaching equivalents in addition to Full time teaching staff.

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5. One Professor Design Chair for every intake of 40 students can be appointed and shall be counted against Professor Cadre.
6. Professor Design Chair and other faculty members appointed on tenure basis cannot be considered as Head of the Institution or Principal or Dean or Head of Department.
7. Upto 50 per cent. of the faculty members other than Professors (excluding Professor Design Chair) can be on tenure basis.

B. NON -TEACHING STAFF

S. No.	Position	Intake									Remarks
		40			80			120			
		I	II	III	I	II	III	I	II	III	
	Intake										
	Year of operation										
1	Librarian	1	1	1	1	1	1	1	1	1	Qualifications As per UGC
2.	Assistant Librarian	-	-	-	-	-	-	-	-	1	Desirable- Qualifications As per UGC
3	Lab / Workshop Technician	-	1	2	-	1	2	1	2	2	Minimum one for computer centre
4	Administrative personnel	1	2	2	2	3	4	3	3	4	
	Accounts personnel	1	1	2	1	1	2	2	3	4	
5	Class IV employees	As required									

C. MINIMUM QUALIFICATIONS, PAY, EXPERIENCE AND STRUCTURE OF CORE FACULTY IN DEGREE LEVEL ARCHITECTURAL INSTITUTIONS

Sl. No.	Designation of Teaching Faculty	Pay Level in Paymatrix	Qualifications and Experience
1.	Assistant Professor	Level 10 Rs.57700-Rs.182400 in Paymatrix	Bachelor's Degree in Architecture or equivalent to B. Arch. with minimum 60 per cent. marks and three years of relevant professional experience. OR Bachelor's Degree in Architecture or equivalent to B. Arch. and Master's Degree in Architecture or in allied subjects of Architecture with minimum 60 per cent. marks at either level and one year of relevant professional experience.
2.	Associate Professor	Level 13A Rs.131400-Rs.217100 in Paymatrix	Bachelor's Degree in Architecture or equivalent to B. Arch. and Master's Degree in Architecture or in allied subjects of Architecture with minimum 60 per cent. marks at either level, and Eight years experience in teaching/ research/ professional work out of which a full-time teaching experience of minimum three years Or Thirteen years of professional experience.
3.	Professor	Level 14 Rs.144200 -Rs. 218200 in Pay matrix	Bachelor's Degree in Architecture or equivalent to B. Arch and Master's Degree in Architecture or in allied subjects of Architecture with minimum 60 per cent. marks at either level, and

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			Fourteen years experience in teaching/ research/ professional work out of which a full-time teaching experience of minimum five years Or Nineteen years of professional experience. Desirable: Ph.D. in Architecture.
4.	Principal/ Director/HOD	Level 14 Rs.144200 -Rs.218200 in Paymatrix	Bachelor's Degree in Architecture or equivalent to B. Arch and Master's Degree in Architecture or in allied subjects of Architecture with minimum 60 per cent. marks at either level, and Seventeen years' experience in teaching/ research/ professional work out of which a full-time teaching experience of minimum eight years Or Twenty years of professional experience. Desirable: Ph.D. in Architecture. Experience in Administration at a responsible position.
5.	Professor (Design Chair) Institution may appoint one Professor (Design Chair) per intake of 40 students, strictly on tenure basis		Bachelor's Degree in Architecture or equivalent to B.Arch. and twenty five years professional experience of commendable, acknowledged and published professional work.

1. Note :

1. It is advisable that approximately 25 per cent. of the teaching load should be allotted to the visiting faculty so that the students are brought in closer contact with the persons actively engaged in practice.
2. Each University or Institution may have a staff structure (faculty) consisting of the following, namely:-
Principal/ Director and Professors, Associate Professor and Assistant Professors in the ratio of 1:2:6.
3. The University or Institutions may recruit faculty in the field of Engineering, Qty. Surveying, Art/ Humanities depending on the actual requirements against the total sanctioned strength. However, the faculty should have the minimum qualification in the respective field at Bachelor and/ or Master's level with at least 60 per cent. marks at either level.
4. The equivalent qualification shall mean any such qualification as recognised by the Council for registration as an Architect under section 25 of the Architects Act, 1972.
5. The University or Institution may appoint Professor (Design chair) on tenure basis.

Explanations – (1) Experience shall mean professional experience and/or Teaching and/or Research in the field of Architecture, counted from the date of registration with Council for core faculty or valid equivalent certification from concerned authorities. Professional experience shall be substantiated by Experience certificates from employers, Work orders, Completion certificates and Sample Drawings of the projects undertaken, as the case may be.

- (2) Full time faculty means a registered architect, who has put up full time service as a faculty member with the University or institutions approved by Council, either on regular (Permanent) or tenure basis (full time).
- (3) The Post Graduate degree or diploma courses in various areas of specialisation in Architecture or its allied fields, with minimum duration of Two year/Four Semester (Full-Time) or Three years/ Six Semester (Part-Time), awarded by Indian Universities or competent authorities recognized by Central Government and granted equivalence by any competent authority of the Central Government to M. Arch. degree awarded by Indian Universities, shall be valid for the purposes of appointment in the University or Institutions imparting Architectural education.

All Architects possessing Post Graduate Degree or Diploma awarded by Authorities outside India shall be required to produce certificate of equivalence to that of Master's Degree in Architecture or Allied fields granted by competent authority of the Central Government, in order to be considered for appointment as faculty.

- (4) Undergraduate qualifications acquired through self-study or non-formal mode though acceptable for purpose of Registration shall not be considered as equivalent Qualification for recruitment as faculty. The candidate must have acquired the recognized qualification through formal mode at undergraduate or Post-Graduate level.
- (5) Ph.D. shall be Doctorate conferred by recognised Indian Universities or Institution(s) on any topic related to various subjects related to Architecture or its allied fields. Ph.D. awarded by universities or Institution(s) outside India shall be considered equivalent only after such certification from Association of Indian Universities and/or any other competent authority of the Central or State Government.
- (6) Published Professional Work shall mean publication of Professional Work by candidate in any journal(s) or reputed magazine(s) related to design or architecture or its allied fields.

2. Other Notes:

- (1) Only candidates registered with Council under the provisions of the Architects Act, 1972 shall be eligible for the posts of core faculty.
- (2) All the qualifications appearing in the schedule of qualifications under section 14 or notified under 15 of the Architects Act 1972 shall be considered at par with Bachelor's Degree in Architecture for the purpose of recruitment as faculty member.
- (3) (i) Each University or Institution shall have minimum staff of 20 faculty members for an intake of 40, including the Principal / Head of Department. The staff structure prescribed by the Council for an intake of 40 shall be 15 full time faculty with minimum 12 core faculty including the Principal or Head, 3 faculty from allied areas and 5 visiting faculty teaching equivalents. The cadre ratio for full time faculty shall be Principal (Professor Cadre) – 1, Professors- 1, Associate Professors- 3 and Assistant Professors – 10.
- (ii) Each University or institution may have one position of full time Professor (Design Chair) for every intake of 40 and may be counted against the Professor Cadre provided one Full-time Professor is already appointed.
- (iii) For intake more than 40, proportionate increase in the above posts shall be made as outlined in Appendix- B
- (iv) The full- time faculty in allied areas shall be governed by norms prescribed by the All India Council for Technical Education (AICTE)/ University Grants Commission (UGC) or as prescribed under the relevant Central Acts, respectively for employment and up gradation
- (v) Of these full- time faculty members, minimum 50 per cent. must be on permanent posts or regular appointments and rest may be on tenure/ contract basis (full time). However, Principal or Head of Institution shall be a regular (permanent) Employee.
- (vi) 12 hours or periods of contact within the working week is considered as one teaching equivalent for visiting faculty.
- (4) If a grade point system is adopted the CGPA will be converted into equivalent marks as given in the table E-6 of the notification no. 1-65/NEC/98-99, March 15, 2000 (Degree level – Government institutions) and May 3, 2000 (Degree level – Self-financing institutions)

Grade point	Percentage of Marks
6.25	55
6.75	60
7.25	65
7.75	70
8.25	75

Note:- For converting the marks into CGPA, following formula may be followed:

$$(\text{Percentage of Marks} / 10) + 0.75$$

- (5) All full time, regular faculty members must be paid the remuneration/ salary prescribed by University Grants Commission or such other Government body, in force at the time of appointment and duly revised from time to time.


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- (6) To recognise the services rendered by senior faculty members who do not fit into above requirements and are already in full-time employment at the same Institution for 15 years, the requirement of qualifications may be relaxed only once in the career for promotion to higher post.
- (7) All faculty members must be encouraged to actively pursue practice or research without neglecting their duties towards Institution or students and with due permission from the University or Institution.
- (8) Service conditions of affiliating university and respective government for faculty members shall be applicable to all full-time permanent faculty members.
- (9) The Retirement Age including Superannuation for Teaching posts of Assistant Professor, Associate Professors and Professors, including Professor (Design Chair) shall be 65 years or as stipulated by the Central Government or State Government from time to time. Re-employment after superannuation shall be permissible against sanctioned vacancies and the faculty may continue to serve, at the discretion of the concerned University or Institution, until the age of 70 but shall not hold an administrative position.
- (10) All faculty members shall be required to undergo three months' faculty training course conducted by Council before completion of their probation period. The training period shall be treated as part of service of the concerned faculty in the concerned University or Institution.

APPENDIX-C

INFRASTRUCTURE REQUIREMENTS

A: SPACE

S. No.	Year of Operation Sanctioned Intake	1 st Year			2 nd Year			3 rd Year			4 th Year			5 th Year			Remarks
		40	80	120	40	80	120	40	80	120	40	80	120	40	80	120	
Activity Spaces (Carpet Area)																	
1.	Studio - 120 sq. m each	1	2	3	2	4	6	3	6	9	4	8	12	4/5	9	13	Flexibility in terms of studio spaces can be based on local conditions, provided that area of 3 Sq. M. per student of sanctioned intake is made available. Studios for Stage 2 of the course are to make provision for use of laptops with internet connectivity.
2.	Lecture rooms- 60 sq. m each	1	2	3	1	2	3	2	4	6	2	4	6	2	4	6	If studios incorporate lecture spaces within them, then the area of studio spaces shall be calculated at 4 sq m per student. To be provided with OHP and digital projection facilities and sound amplifier system.
3.	Labs and Workshops - 40 sq.m each	1	1	1	2	2	2	3	3	3	3	4	4	3	4	4	Climatology/Environmental lab, Surveying lab, Model making and carpentry workshop, Material Museum etc.
4.	Computer Centre - 60 sq. m	-	-	-	1	1	1	1	1	1	1	1	1	1	1	1	
5.	Library	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	Library shall have 0.6 Sq. m. per student upto total student strength of 200 and 0.3 Sq. m for every additional student beyond student strength of 200. Library shall be provided with reprography and scanning facilities.
6.	Principal/Director/HOD's Office - 30 sq.m	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
7.	Administrative Office - 30 sq. m 60 sq.m	1	-	-	1	-	-	1	-	-	1	-	-	1	-	-	
		-	1	1	-	1	1	-	1	1	-	1	1	-	1	1	

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Extract Of
**Minimum Standards of Architectural
Education Guidelines for Post Graduate
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APPENDIX – B: STAFF REQUIREMENTS

A. Teaching Staff:

TABLE 2.1: Core Faculty Requirement for P.G. Degree Programme for each specialization

Sl. No.	CADRE / DESIGNATION	Requirement for 1 Division	Requirement for 2 Divisions
1	Head of Institution (for the entire institution)	1	1
2	Head of Department - Professor	1	1
3	Associate Professor	1	2
4	Assistant Professor	1	3

Notes:

- (i) Every University or Institution should have Head of the Institution (HOI) and HOI will be registered with Council under provisions of Architects Act, 1972. The HOI will be common for Undergraduate and Postgraduate Degree programme. The HOI will be full time core and not be on tenure basis.
- (ii) Only candidates registered with Council under provisions of Architects Act, 1972 shall be eligible for core faculty posts subject to minimum qualifications, pay and experience as prescribed in Appendix B.
- (iii) The above dedicated core faculty requirement is to be made available at the time of inspection for application of the division.
- (iv) Additional division for the existing Post graduate degree programme will be granted only after completion of 3 years from approval/commencement of the course.
- (v) Teacher - Student ratio for studio subject shall be 1:5 and for theory subjects shall be 1:20. The load allotted to each visiting faculty as well as experts from the profession / industry shall be clearly indicated by the University/ Institution in addition to the core faculty so as to achieve and maintain the stipulated ratios.
- (vi) Visiting faculty may be recruited from allied areas from the field of related specialization and as per the requirement of curriculum such as Law, Horticulture, Engineering, Fine Arts, Humanities etc. depending on actual requirements of the programme subject to minimum qualifications, pay and experience as prescribed in Appendix B.
- (vii) Up-to 50 percent of faculty members can be on tenure basis of 3 years. Faculty members appointed on tenure basis can be reappointed by Selection Committee comprising of CoA Nominee after completion of tenure period.



Ramab

PRINCIPAL
DAYANANDA SAGAR COLLEGE OF ARCHITECTURE
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B Minimum Qualifications, Pay, Experience and Structure of Full Time Core Faculty in Post-Graduate programme in Architectural Institutions.

TABLE 3.0 : FULL TIME CORE FACULTY

Sl. No.	Designation of Teaching Faculty	Pay Level for full time faculty in Pay matrix *	Qualifications and Experience for Core Faculty
1	Assistant Professor	Level 10 Rs.57700- Rs.182400 in Pay matrix (Three additional increments to be considered)	Bachelor's Degree in Architecture or equivalent and Master's Degree in the relevant specialization of the Post-Graduate programme with minimum 60 percent marks at either level and two years of relevant professional experience in the field of specialization and one year of full time teaching experience after M.Arch.
2	Associate Professor	Level 13A Rs.131400-Rs.217100 in Pay matrix	Bachelor's Degree in Architecture or equivalent and Master's Degree in relevant specialization of the Post-Graduate programme with minimum 60 percent marks at either level, and Five years' of research/ professional work experience and 3 of teaching experience full time as Assistant Professor after M.Arch. Or Thirteen years of professional experience. Desirable: Ph.D. in Architecture or Allied Field, 2 QIPs / TTPs attended
3	Professor / Head of Dept. (P.G.)	Level 14 Rs.144200 -Rs. 218200 in Pay matrix	Bachelor's Degree in Architecture or equivalent and Master's Degree in relevant specialization of the Post-Graduate programme with minimum 60 percent marks at either level, and Fourteen years' experience in teaching/ research/ professional work out of which a full-time teaching experience of minimum five Years of full time teaching experience as Associate Professor after M.Arch. OR Nineteen years of professional experience. Desirable: Ph.D. in Architecture or Allied Field, Publications in journals of repute and 2 QIPs / TTPs attended.

(* or as applicable from time to time as per the Norms of the Central/State Government)

1. Explanations –

- (i) The equivalent qualification shall mean any such qualification as recognized by Council for registration as an Architect under section 25 of Architects Act, 1972.
- (ii) Experience shall mean professional experience and/or Teaching and/or Research in field of Architecture, counted from date of registration with Council for core faculty or valid equivalent certification from concerned authorities. Professional experience shall be substantiated by Experience certificates from employers, Work orders, Completion certificates and Sample Drawings of projects undertaken, as the case may be.
- (iii) Core faculty means a registered architect, who has put up full time service as a core faculty member with University or institutions approved by Council, either on regular (Permanent) or tenure basis (full time).
- (iv) The Post Graduate degree or diploma programmes in various areas of specialization in Architecture or its allied fields, with minimum duration of Two years/Four Semester (Full-Time) or Three years/ Six Semester (Part- Time), awarded by Indian Universities or competent authorities recognized by Central Government and granted equivalence by any competent authority of the Central Government to M. Arch. degree awarded by Indian Universities, shall be valid for purposes of appointment in University or Institutions imparting Architectural education.



All Architects possessing Post Graduate Degree or Diploma awarded by Authorities residing outside India, shall be required to produce certificate of equivalence to that of Master's Degree in Architecture or Allied fields granted by competent authority of Central Government, in order to be considered for appointment as faculty.

- (v) Undergraduate qualifications acquired through self-study or non-formal mode though acceptable for purpose of Registration shall not be considered as equivalent Qualification for recruitment as faculty. The candidate must have acquired the recognized qualification through formal mode at undergraduate or Post-Graduate level.
- (vi) Ph.D. shall be Doctorate conferred by recognized Indian Universities or Institution(s) on any topic related to various subjects related to Architecture or its allied fields. Ph.D. awarded by universities or Institution(s) outside India shall be considered equivalent only after such certification from Association of Indian Universities and/or any other competent authority of the Central or State Government.

2. Other Notes:

- (i) All the qualifications appearing in schedule of qualifications under Section 14 or notified under 15 of Architects Act 1972 shall be considered at par with Bachelor's Degree in Architecture for the purpose of recruitment as faculty member.
- (ii) If a grade point system is adopted the CGPA will be converted into equivalent marks as given in the table E-6 of the notification no. 1-65/NEC/98-99, March 15, 2000 (Degree level – Government institutions) and May 3, 2000 (Degree level – Self-financing institutions)

TABLE 4.0

Grade point	Percentage of Marks
6.25	55
6.75	60
7.25	65
7.75	70
8.25	75

Note:- For converting the marks into CGPA, following formula may be followed:

(Percentage of Marks / 10) + 0.75

- (iii) All Core faculty members must be paid the remuneration/ salary prescribed by University Grants Commission or such other Government body, in force at the time of appointment and duly revised from time to time.
- (iv) All faculty members must be encouraged to actively pursue practice or research without neglecting their duties towards Institution or students and with due permission from University or Institution.
- (v) Service conditions of affiliating university and respective government for faculty members shall be applicable to all full-time permanent faculty members.
- (vi) The Retirement Age including Superannuation for Teaching posts of Assistant Professor, Associate Professors and Professors, shall be 65 years or as stipulated by the Central Government or State Government from time to time. Re-employment after superannuation shall be permissible against sanctioned vacancies and the faculty may continue to serve, at the discretion of the concerned University or Institution, until the age of 70 but shall not hold an administrative position.

