**In the name of God the most Merciful, the most Compassionate**

Saudi Arabia

                          Regulations

Saudi University Staff Affairs

From faculty and in their judgment

Issued by the Decision of the Council of Higher Education No. (4/6/1417)

Taken at the (6th) session of the Higher Education Council

Held on 26 August 1417 H

Approved by The High Order Of Telegram No. 7/B/12457

And the date of 22/8/1418 H

and

Salary ladder for faculty, lecturers and lecturers

Legal Affairs

T/4026666

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| [**Article 59**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#59#59) | **Leave is granted and the civil service system is broken.** | [**Article 60**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#60#60) | **The husband granted exceptional leave to the faculty member by decision of the rector** |
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| [**Article 83**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#83#83) | **The rector assigns one of the deans to initiate the investigation.** | [**Article 84**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#84#84) | **The rector suspended the interrogator for the benefit of the investigation.** |
| [**Article 85**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#85#85) | **Half of the detainee's net salary is paid (detail)** | [**Article 86**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#86#86) | **The rector referred to the disciplinary committee is informed of the charges against him** |
| [**Article 87**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#87#87) | **The disciplinary committee should be able to see the investigations that have been conducted.** | [**Article 88**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#88#88) | **The disciplinary committee will consider the case referred to him as follows:** |
| [**Article 89**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#89#89) | **Penalties that may be imposed on the faculty member** | [**Article 90**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#90#90) | **No impact of the literary suit on the other lawsuit.** |
| [**Article 91**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#91#91) | **To the rector to alert the faculty member who violates his duty** | [**Article 92**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#92#92) | **Termination, reasons for termination** |
| [**Article 93**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#93#93) | **Faculty member is referred for retirement at the age of 60 and a maximum of 65** | [**Article 94**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#94#94) | **If a member of the teaching board is found to be incapacitated, the university council will consider it.** |
| [**Article 95**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#95#95) | **The University Council considers accepting the resignation of the faculty member** | [**Article 96**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#96#96) | **Rules for the use of part-time professors** |
| [**Article 97**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#97#97) | **The period of use of part-time professors** | [**Article 98**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#98#98) | **Part-time professor's reward** |
| [**Article 99**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#99#99) | **The part-time professor must abide by the teaching staff's duties.** | [**Article 100**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#100#100) | **If the part-time professor violates his duties, the disciplinary material will apply to him.** |
| [**Article 101**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#101#101) | **Reward for non-faculty recruits to drop school units** | [**Article 102**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#102#102) | **If the one who is used from outside the university to pay him a ticket instead of a mandate and housing him and** |
| [**Article 103**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#103#103) | **University councils set executive rules and procedures** | [**Article 104**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#104#104) | **Unless there is a text on which the regulations in force in the Kingdom are applied** |
| [**Article 105**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#105#105) | **The Higher Education Council has the right to interpret this regulation.** | [**Article 106**](http://www.geocities.com/abu_ali22002/rowls_akdmy.htm#106#106) | **He works on this list six months after it was approved.** |

**(3)**

**In the name of God the most Merciful, the most Compassionate**

**Decision of the Council of Higher Education No. (4/6/1417) to approve the regulations**

**---------------------------------**

**The Council of Higher Education**

**Based on the provisions of article (15) (seventh) of the Education Council system**

**Higher and universities that require the Council to issue regulations governing the affairs of employees of saudi functional universities, and contractors, including faculty members,**

**This includes their salaries, bonuses, allowances, after being prepared by both**

**Ministry of Higher Education, Ministry of Finance and National Economy, And General Office of the Civil Service**

**(Ministry of Civil Service - currently)**

**After reviewing the Memorandum of the General Secretariat of the Council of Higher Education on the subject, and on**

**A copy of the draft regulations governing the affairs of Saudi university staff members**

**The faculty, and in their judgment attached to the memorandum of presentation, the Board decided the following:**

**"Approval of the regulation governing the affairs of Saudi university staff members, and those in their judgment, in accordance with the formula attached to this decision"**

**(4)**

List

       Article 1

**The faculty members are:**

**1. Professor**

**2- Participating professors.**

**3. Associate Professors .**

**Article 2**

**The faculty members in the provisions of this list are attached to lecturers and lecturers, language teachers, and assistant researchers 0**

**Recruitment and promotion**

Article 3

**Each university has a permanent committee for the affairs of lecturers, lecturers, language teachers and assistant researchers headed by the university's undersecretary for postgraduate studies and scientific research, and its composition and appointment of its members shall be issued by a decision of the University Council on the recommendation of the University Director and the committee submits a recommendation to the Council and shall be one of its tasks:**

**1. Proposing policy for the selection of lecturers, lecturers, language teachers and assistant researchers**

**And distribute them to departments and colleges.**

**2. Express an opinion on the recommendations of college boards on the appointment of recruits and lecturers**

**Language teachers and assistant researchers in accordance with the following criteria:**

**A- The number of Saudi faculty members and their proportion of the total number of faculty members in**

**Department, their exact specialties, and their teaching burdens.**

**B- The number of lecturers, lecturers, language teachers and assistant researchers in the department.**

**C- The number of scholarships from the department, their exact specialties, and the expected dates of their return.**

**3. Proposal to distribute the posts of lecturers, language teachers and assistant researchers by**

**The need for current and future sections.**

**4 . Study of the recommendation to transfer lecturers and assistants to administrative positions within the university**

**Or refer them to the Ministry of Service tide intention.**

      Article 4

**It is required to set the repeater:**

**1- Be a prayer for a university degree from a Saudi university or another recognized university.**

**2- His general appreciation at the university level should be very good at least.**

**3 - Other conditions issued by the University Council.**

**(5)**

    Article 5

**It is required to appoint a lecturer and a language teacher:**

**1- Have a master's degree or equivalent from a Saudi university or another university**

**Recognized.**

**2. His general appreciation in the Master's Degree (very good) should be at least (if it is obtained from**

**University awards it with appreciation)**

**3 - Other conditions issued by the University Council.**

   Article 6

**It is required to appoint the assistant researcher:**

**1. For those appointed with a master's degree (called a research assistant):**

**A- Obtaining a master's degree from a Saudi university or another recognized university, with a very good general estimate at least, if he holds a master's degree from a university that awards this degree with an estimate.**

**B- Any other conditions that the university deems appropriate.**

**2- For those who are assigned to a university degree (bachelor's degree or equivalent), (called assistant**

**Researcher b)0**

**A- Obtaining a university degree with at least a good general grade from a Saudi university or**

**Another recognized university.**

**B- Any other conditions that the university deems appropriate.**

Article 7

**The assistant, lecturer and language teacher are appointed on the recommendation of the board of the department to which he will work, the college board, the Standing Committee for The Affairs of The Assistants, lecturers, language teachers and assistant researchers and a decision is issued by the University Council.**

      Article 8

**The assistant researcher is appointed by decision of the university director on the recommendation of the department council and the college board specialists and the recommendation of the Standing Committee for The Affairs of The Assistants, Lecturers, Language Teachers and Assistant Researchers.**

Article 9

**1- The repeater, who has a university average of four years, is appointed to the first degree of the rank of re-graduate.**

**2. The repeater, who has a university average of five years, is appointed to the second degree of the rank of**

**Teaching assistant.**

**3- The repeater, whose university average is six years old, is appointed to the third degree of the rank of re-graduate.**

**4- The repeater, who has a university average of seven years, is appointed to the fourth degree of the rank of**

**Teaching assistant.**

**(6)**

Article 10

**The list of educational functions approved by civil service council resolution 590, 10/11/1401 H and the amendments that occur will apply to language teachers and assistant researchers.**

Article 11

**For appointment to the rank of assistant professor, a doctoral degree or equivalent is required from a Saudi university or another recognized university, and the University Council to add other conditions.**

**Article 12**

**If necessary, on the recommendation of the Department Council, the Faculty Council and the Scientific Council, the University Council may appoint an assistant professor without requiring a phD in disciplines where a doctorate is not awarded in accordance with the following regulations:**

**1- The candidate must have a master's degree or equivalent from a Saudi university or another recognized university.**

**2- He must have spent at least three years in the position of lecturer.**

**3 . To submit a scientific production of at least three published units after obtaining a master's degree**

**Of these, at least one unit is individual. And that the scientific production provided should be in line with what is stated in the**

**Article (29) of this regulation .**

Article 13

**Taking into account the provisions of Article 12, the appointment to the rank of associate professor is required:**

**1- Obtaining a Doctorate from a Saudi university or another recognized university.**

**2- Experience in the faculty of the university or other recognized universities at least four years after appointment to the rank of assistant professor.**

**3 - To have been scientifically promoted to associate professor from a Saudi university or university**

**Others recognized**

Article 14

**Taking into account the provisions of Article 12, recruitment to the rank of professor is required:**

**1- Obtaining a Doctorate from a Saudi university or another recognized university.**

**2. Experience in faculty membership at a university or other recognized university, at least eight years, including at least four years as associate professor.**

**3. To have been scientifically promoted to professor from a Saudi university or another recognized university .**

Article 15

**The faculty members are appointed on the recommendation of the department board and the college board and a recommendation from the scientific council and a decision is issued by the University Council.**

**(7)**

Article 16

**1. Those who move from any of the career stairs to faculty, lecturers and university assistants, who hold a doctorate at the rank of assistant professor in the specialty in which they received their Doctorate, and are awarded the first degree in the rank of assistant professor, if their salary when transferred is equal to or higher than that degree, will be awarded the first degree salary beyond his salary, and in the event that his salary exceeds that of another tied to the rank of assistant professor, he will give the teams in the form of a bonus. Until the difference fades with promotion and bonus.**

**2. If the former faculty member is to be classified, he or she will be assigned to the degree he previously held and then treated in accordance with paragraph (1) above 0**

**3- If the person to be transferred has the experience gained after obtaining the scientific qualification necessary for the appointment and his salary due according to paragraph (1) of this article is lower than what he deserves in the case of calculating experience, he will receive this experience on a basis each year experience at a premium if it is in the field of specialization.**

**It is measured in paragraphs (1), (2) and (3) those with a bachelor's or master's degree to be appointed to the rank of lecturer or lecturer. (\*)**

Article 17

**If those who are to be appointed who are not covered by Article 16 have the experience gained after obtaining the necessary scientific qualification for appointment, this experience will be gained on a yearly basis with a bonus if it is in the field of specialization.(\*)**

Article 18

**The appointed faculty member and those in his or her judgment or a degree in the rank of the post to which he is appointed shall be granted. If his salary on appointment is equal to or higher, the first degree salary is awarded beyond his salary. The faculty member and those in his class are also awarded the first degree salary at the rank of the job to which he or she is promoted. If his salary at the time of promotion is equal to or higher, he shall be awarded the first salary of the first degree beyond his salary.**

Article 19

**Faculty, lecturers and returners are treated in terms of allowances, rewards and benefits in accordance with what state officials are treated on the basis of the following equation:**

**- The 8th place repeater.**

**- The lecturer ranked ninth.**

**- Associate Professor ranked 12th.**

**- Associate Professor ranked 13th.**

**- Professor ranked 14th.**

The monthly transfer allowance for the rank of (professor) shall be 650 riyals

Articles (16) and (17) were drawn up in accordance with the amendment made by higher education council resolution No. (12/44/1427) amounted under the Letter of the General Secretariat of the Council of Higher Education No. 204/A and date 3/2/1428H after the High Court approved telegraph guidance No. 1086/B and date 26/1/1428H

                                                                                      (8)

Article 20

**The arrival of the teacher's salary to the last degree of the faculty salary scale does not result in him not being granted the annual periodic allowance, but continues to be granted the allowance, and this applies only to the rank of professor.**

Article 21

**It is required to apply for promotion from assistant professor to associate professor:**

**1- Serving at least four years at the rank of assistant professor at a Saudi university or another recognized university, with a minimum term of one year in Saudi universities.**

**2- Meeting the minimum scientific production required for promotion in accordance with the provisions of article 32 of this regulation.**

**3 - The scientific production he has submitted must have been published or accepted for publication while serving as assistant professor.**

Article 22

**It is required to apply for promotion from associate professor to professor:**

**1- Serve at least four years at the rank of associate professor at a Saudi university or other recognized university, with a minimum term of one year of service in Saudi universities.**

**2- Meeting the minimum scientific production required for promotion in accordance with the provisions of article 33 of this regulation.**

**3 . The scientific production submitted must have been published or pre-published during his tenure as Associate Professor.**

Article 23

**The faculty member has the right to apply to the Department Board for promotion up to six months before the regular period is completed.**

Article 24

**The duration of lending, scarring and dispatch for promotion purposes is calculated as follows:**

**1- The full duration if it is lending, scarring or sending to a scientific entity and work in the field of specialization.**

**2- Half-term if it is lending, scarring or sending to a non-scientific entity and work in the field of specialization.**

**3 - The duration is not calculated for the purpose of promotion if the work is not in the field of specialization.**

Article 25

**Faculty members are promoted according to the following criteria:**

**1- Scientific production.**

**2- Teaching.**

**3 - Serving the university and the community.**

**(9)**

Article 26

**Upgrade procedures:**

**1. The faculty member submits the application for promotion to the competent section board and includes:**

**A. Statement of scientific and functional qualifications and career progression**

**B- A statement of teaching activities.**

**C- A statement of his activity in the field of serving the university and the community.**

**At least five copies of the scientific production provided for the promotion and the data described.**

**E- Any additional information to support the promotion application.**

**Any other information or documents requested by the Swearing-in Board, the College Council or the Board**

**Scientific .**

**2. The Section Board considers the promotion application, checks that the conditions and procedures are met and recommends**

**By submitting the application to the College Council with the proposal of the names of a number of specialized arbitrators at least**

**About eight.**

**3- The College Board considers the application on the recommendation of the Section Council, and nominates a number of**

**Specialized arbitrators are at least eight of those nominated by the board of the department or others.**

**4. The Scientific Council is considering the application for promotion on the recommendation of the boards of the department and the college, and after**

**Study with the following:**

**A- Selecting five arbitrators to evaluate research, selected from candidates from the College Board of Ommen**

**Three of them are Asa Sine, the fourth is a backup examiner first and the fifth is a second backup examiner.**

**resort to them when needed, and two of the three arbitrators must be -- at least -- of**

**Out of college.**

**(b) Send research and data on promotion to arbitrators in a confidential manner for evaluation in accordance with**

**The model prepared by the Scientific Council.**

**C. Decision to promote the faculty member or not to approve his promotion, after consideration**

**In arbitrators' reports, reports on advanced promotion activity in teaching**

**And serve the university and the community.**

**D. If the Council decides not to approve the promotion because of the weakness of scientific production, it determines the fate of**

**Research provided, excluded and valid again, including the limit**

**If the upgrade is requested again, a new research unit will at least**

**For the applicant to the rank of Associate Professor, and at least two new research units**

**For the applicant to be promoted to the rank of professor.**

Article 27

**The efforts of the advanced faculty member to upgrade are evaluated on the basis of (100) hundred points divided by**

**As follows:**

**60 points for scientific production.**

**25, 25 points for teaching.**

**15 fifteen points to serve the university and the community.**

**The University Council sets the criteria for evaluating participation in teaching and serving the university and the community based on**

**Recommendation from the Scientific Council.**

**(10)**

Article 28

**The total number of faculty members received in order to be promoted must not be less than 60 points, at least 35 points in the field of scientific production for promotion to the rank of associate professor and (40) forty points for promotion to the rank of professor, promotion to the rank of associate professor by a majority of the opinion of the three arbitrators, while promotion to the rank of professor is unanimously the opinion of the three arbitrators, and if two arbitrators agree On promotion and the disapproval of the third arbitrator, scientific production is referred to a fourth arbitrator and his opinion is final.**

Article 29

**The minimum scientific production required to promote the faculty member is included in the following:**

**1. Published or accepted research for publication in well-established scientific journals, and the Scientific Council sets standards**

**Accepting court magazines.**

**2. Well-developed research for specialized scientific conferences and seminars if they are published in their entirety**

**Or acceptable for publication, and accepts only one unit.**

**3. Published or accepted well-published or accepted research from specialized university research centres.**

**4- The arbitrator of university books and scientific references, and accepts only one unit from them.**

**5- Achieving rare books that are tight, and accepting only one unit.**

**6- The well-translated translation of specialized scientific books, from which only one unit is accepted.**

**7. Books and research printed by scientific bodies approved by the Scientific Council and subject to**

**for arbitration, and accepts only one unit.**

**Inventions and innovations patented by patent offices recognized**

**Scientific Council.**

**9- Outstanding creative activity in accordance with the rules adopted by the University Council on the recommendation of the Council**

**scientific, and accepts only one unit from him.**

Article 30

**The publication or accepted for publication in scientific journals within the minimum required to promote the faculty member must not be less than a research unit for applicants for promotion to associate professor, and two research units within the minimum number of applicants for promotion to professor level.**

Article 31

**The scientific production submitted by the faculty member for promotion must be published or acceptable for publication in more than one publishing outlet, and not all publishing outlets shall be affiliated with one university or a single scientific institution.**

Article 32

**Minimum scientific production required to apply for promotion to associate professor rank of four published units**

**(11)**

**Or acceptable for publication, at least two of them are individual work, and the University Council on the recommendation of the Scientific Council to exclude this requirement for certain disciplines, but the publication is not less than one unit.**

Article 33

**The minimum scientific production required to apply for promotion to the rank of professor is six published or acceptable units for publication, of which three units - at least - are individual work, and the University Council on the recommendation of the Scientific Council to exclude this requirement for some disciplines, but the publication does not actually be less than three units.**

Article 34

**Scientific work is calculated in one unit if the author is alone in his writing, and half a unit if he co-authored two, and if it is a joint research between more than two, it is calculated by half units for the main researcher and each of the remaining one quarter units, and if it is another joint work between more than two, each of them is calculated as a quarter of a unit.**

Article 35

**The scientific production submitted for promotion should not be derived from master's or doctoral thesis or from previous authors of the applicant. If the Scientific Council proves that there is an issue, the applicant is denied further promotion for promotion for one year from the date of the scientific council's decision.**

**Article 36**

**Arbitrators are conditioned for promotion to be professors, and if promotion to the rank of associate professor may be one of the participating professors.**

Article 37

**The faculty member is scientifically promoted from the date of the scientific council's decision, but his career promotion is considered from the date of the executive decision if there is a vacancy that can be promoted.**

**Duties**

Article 38

**The faculty member must have the following qualities:**

**1- Honesty and good creation and to abide by the regulations, instructions, rules of conduct and morals applicable.**

**And to rise above all that is detrimentally disenuous to the job.**

**2- Follow up on what is new in his field of specialization, and contribute through his scientific activity to the development of**

**Specialization.**

**(12)**

**3- To convey to his students the latest findings of science in his field of specialization, and to arouse them a love of science**

**knowledge and sound scientific thinking.**

**4- To participate effectively in the work of the Section Council and in other councils and committees that are**

**A member at the department, college and university level. He also actively participates in the department's activities.**

**And the college and the university in the service of the community.**

**5 . To be full-time at the university, and may not work outside the university until prior approval has been taken**.

**In accordance with regulations and regulations.**

Article 39

**The faculty member maintains the system within the halls and laboratories and is presented to the head of the department**

**A report on every incident that would disturb the system.**

Article 40

       **A- The upper limit of the shares of faculty members and those in their judgment shall be as follows:**

**1- Professor 10 teaching units.**

**2- Associate Professor 12 teaching units.**

**3- Associate Professor 14 teaching units.**

4. Lecturer 16 teaching units and reduced by teaching units during a period

**His studies.**

5. The returner has 16 teaching units and is reduced by teaching units during a period of

                                              His studies.

**6- Language teacher 18 teaching units.**

**B- The teaching unit is the weekly theoretical lecture that lasts at least fifty minutes,**

**or a weekly practical or field lesson that lasts at least 100 minutes, and the unit continues**

**Teaching is a semester.**

Article 41

**Faculty members and those in their judgment perform thirty-five hours of work per week - which may be increased to forty hours of work per week by decision of the University Council - they spend teaching, research, academic guidance, office hours, scientific committees and other work assigned to them by the competent authorities at the university.**

Article 42

**Those assigned administrative work such as university agents, deans, agents, directors of scientific centers and heads of scientific departments relieve them of the teaching burden, but not less than three teaching units.**

**(13)**

Article 43

**The head of the department and those in his judgment submit an annual report to the dean of the college and in his judgment on the progress of the work in the department and the scientific activity of its members. The Dean of the Faculty and those in his judgment also submit an annual report to the Rector.**

Salaries, bonuses and allowances**(2)**

Article 44

**The salary scale and bonuses accompanying this regulation apply to faculty, lecturers and lecturers.**

Article 45

The **university agent is given a monthly bonus of (3000) 3,000 riyals. (1)**

Article 46

**The dean or his judge shall be paid a monthly bonus of (1,000) thousand riyals and a maximum of (10,000) 10,000 riyals per year, and a monthly bonus of (800) 8000 riyals and a maximum of 8,000 riyals per year will be paid to the head of the department or scientific center with a monthly bonus of (500) five riyals and a maximum of (5,000) five thousand riyals per year.**

#### Article 47

**The Secretary of the Scientific Council shall be paid an annual reward of (10,000) 10,000 riyals if he is a faculty member at the university, but if he is not a faculty member, he will be treated as determined by the civil service system and its regulations.**

#### Forty-eight.

**The rewards of faculty members and those in their judgment - from within the university - who are used by the university to prepare and shed non-systematic teaching units for each teaching unit are determined as follows:**

**1 - The professor 300 300 riyals.**

**2- Associate Professor 250 250 riyals.**

**3 - Assistant Professor 200 riyals 200 riyals.**

**4- Lecturer and language teacher 150 hundred and fifty riyals.**

**5- The returner is 100 hundred riyals.**

**--------------------------------------------------------**

**(1) Issued by the Civil Service Council No. 1/935 and dated 18/11/1424 H and stipulated that if the period of assignment of a member of the teaching board ends the work of (university agent) the car insured will continue with him for the remaining period to complete the four years specified in High Order No.**

7/B/6457 and the date of 4/5/1420 H to be suspended from the monthly transport allowance until the end of this period. .

              (2) Allowances and bonuses recently added by Cabinet Resolution No. (259) and date 1/9/1429H can be noted at the last

Pages 0

                                                            (14)

Article 49

**For those assigned to work during the summer vacation, agents, deans, agents, heads of departments, scientific centers and faculty members will be compensated for the duration of the assignment, not exceeding the net salary of two months.**

#### Article 50

**1. Anyone who participates in one of the standing committees that form universities will be paid a reward of 200 riyals per session if it takes place during official working time and (300) 300 riyals per session if it takes place outside of official working time and a maximum of 6,000 riyals per fiscal year.**

**The characterization of the standing committees is as follows:**

**A- To be written in accordance with the provisions and regulations of the Council of Higher Education and universities.**

**(b) It should not be of the nature of the work and responsibilities of a single official.**

**C- To be of a continuous nature.**

**D- The nature of the work of the committee should be at the university level.**

**E. Some of its members should be faculty members or high-ranking members who cannot be treated under off-duty bonuses.**

**Members of the scientific and organizational committees of scientific conferences and seminars organized by the University are treated as members of standing committees.**

#### Article 51

**If the teaching units of the faculty members and those in their judgment from within the university exceed the quorum scheduled, it is permissible by decision of the College Council to pay an allowance of 150( 150) one hundred and fifty riyals per unit.**

#### Article 52

**Faculty members, lecturers and computer educators working in their field may be paid a reward specified by the University Council for no more than 25% of the first degree attached to them.**

#### Article 53

**Pharmacists may be paid to faculty members, lecturers and lecturers working in their field of specialization instead of full-time and overtime equivalent to 50% of the first degree attached to them**

**Article 54**

**Doctors may be paid faculty, lecturers and lecturers working in their field a sabbatical allowance and overtime equivalent to 70% of the first degree attached to them.**

**(15)**

**. For veterinarians, faculty, lecturers and lecturers working in**

**Their field of specialization may be paid a sabbatical allowance and overtime equivalent to 25/100 of the first degree attached to them.** **(1)**

#### Article 55

**Non-doctors, faculty, lecturers and lecturers who work in their clinical specialty in hospitals may be paid for full-time and overtime hours equivalent to 20% of the first degree attached to them. .**

Vacations

#### Article 56

**The summer vacation of the faculty member, lecturer, teacher and language teacher is considered as an annual leave and the University Council sets the dates for the return of faculty members, with the summer recess not starting until after the completion of the tests and the announcement of the results.**

#### Article 57

**The Rector assigns the faculty member, lecturer, teacher and language teacher to teach during the annual leave and is compensated for the period during which he is assigned to work with an additional salary equivalent to his salary for this period, but not more than 60 days a year.**

#### Article 58

**For the rector based on the requirements of the labor department agreeing to postpone the enjoyment of the faculty member and those in his judgment on his annual leave or part of it.**

#### Article 59

**Other leave is granted in accordance with the provisions of the civil service system and its executive regulations.**

#### Article 60

**By a decision of the Rector, the faculty member and his ruling may be granted for reasonable reasons exceptional leave of no more than six months and within three years without salary, and the University Council may, if necessary, exclude from this requirement the duration of the leave shall not exceed 0**

**----------------------------**

**(1) The text contained in the latest article was added by the Higher Education Council Resolution No. 6/19/1421 and the date of 10/11/1421 H approved by High Order No. 7/B/3501 and date 15/2/1422 H0**

**(16)**

**Full-time leave**

#### Article 61

**By decision of the University Council on the recommendation of the faculty, the competent department and the scientific council, the faculty member may take a full-time scientific leave for one academic year after five years of appointment or enjoy a previous scientific sabbatical, or for one semester after three years of appointment or enjoy a previous scientific sabbatical leave, but this does not affect the course of the educational process. The duration of the loan is not calculated within the required period.**

**The University Council sets out the rules governing full-time leave at the suggestion of the Scientific Council.**

#### Article 62

**The faculty is required to grant a full-time scientific leave:**

**1- No more than one faculty member or 10% of the faculty in each department shall be licensed for full-time leave per year.**

**2**. **The faculty member should submit a scientific programme that he intends to complete during his full-time leave.**

#### Article 63

**The licensee is given a sabbatical to the following:**

**1- His salary is full and the monthly transfer allowance for the full term.**

**2. Air tickets for him, his wife and children under the age of 18 and his daughters, who are not dependent on them.**

**3- The book allocation that is paid to the university's graduate envoys.**

**4- The expenses of scientific research, estimated by case by decision of the Scientific Council.**

**5- Treatment expenses for those who spend time off outside the Kingdom for him and his family in the range of 5,000 riyals**

**If he is alone and ten thousand riyals if accompanied by his family, half of that is for those who have been granted leave**

**For one semester.**

**6- Full-time allowance for faculty doctors in exchange for their sabbatical and performance for hours of**

**Overtime is not less than three hours a day, including Thursdays, so that at least**

**3,000 riyals minimum if the leave in government hospitals within the Kingdom.**

#### Article 64.

**It is not permissible to lend or scar the person who has a scientific sabbatical, nor may he be associated with a work contract or consultation.**

#### Article 65

**The full-time is committed to carrying out what he is dedicated to in accordance with the scientific program based on the University Council. Within the maximum period of the end of the semester following the end of the sabbatical leave, he must submit to the Board of The Department a detailed report on his achievements during full-time, and attach with the report copies of the scientific work he has completed in preparation for presentation to the Faculty Council and then the Scientific Council. .**

**(17)**

**Scientific Consultancy**

#### Article 66.

**The services of the university's faculty member may be used as a part-time consultant in the government, private sector or regional or international organizations based in the Kingdom as follows:**

**1- To work as a consultant in his field of specialization.**

**2- Not to serve as a consultant in more than one direction.**

**3- The maximum duration of consultation is one year renewable.**

**4. The request is made by the competent minister for government agencies or from the head of the organ or institution for the private sectors and regional or international organizations to the Minister of Higher Education.**

**5- Consultation and renewal are approved by a letter from the Minister of Higher Education on the recommendation of the boards of the department and the college and the support of the Rector.**

**6. The Chancellor must submit an annual report to the Minister of Higher Education, as well as at the end of his consultation period on the work he has done during the consultation period, and provide the Rector with a copy of it.**

**7. The work of a part-time consultant does not affect his or her original work, particularly as follows:**

**A- The teaching burden of the faculty member.**

**B- Presence in his office during his office hours and in clinics, laboratories and centers**

**Computer if the nature of his work requires it.**

**C- Contributing to the councils and committees in which the University considers its need.**

**Attending conferences, seminars and seminars**

#### Article 67.

**The faculty member may attend conferences and seminars inside or outside the Kingdom in accordance with the following regulations:**

**1. There should be a relationship between the theme of the conference or the symposium and the specialization of the faculty member or**

**His actual responsibilities.**

**2- Participation in conferences and seminars held within the Kingdom is on the recommendation of both councils**

**The department and the faculty of specialists and the approval of the director of the university.**

**3- Participation in conferences and seminars held outside the Kingdom shall be approved by the President of the**

**The university on the recommendation of the boards of the department and the college, and the support of the director of the university.**

**4. The University Council sets the rules of regulation and procedural for attending conferences and seminars based on**

**Recommendation from the Scientific Council.**

**5 - The participant in the conference or symposium will report on this to the University.**

**(18)**

**Article 68.**

**The university should act to remember travel and instead of assigning a faculty member participating in the conference or seminar and may only cash tickets or authorize attendance without financial obligation.**

**Scarring and lending**

#### Article 69.

**It is permissible to assign the faculty member and those in his judgment to work with the government agencies by decision of the University Council on the recommendation of the competent councils of the department and college, and the university shall bear his salary and monthly transportation allowance unless otherwise agreed.**

#### Article 70

**It is permissible to lend the services of the faculty member and those in his judgment by decision of the University Council on the recommendation of the competent boards of the department and college. The University Council may also cancel the loan decision before the end of the term.**

#### Article 71

**It is required to lend the faculty member and those in his judgment the following:**

**1- He must have spent at least three years at university. And for the University Council in cases**

**The need to exclude this.**

**2. No more than one or 10% of faculty members are seconded**

**In each department in one year.**

**3. Those who have already been seconded to serve at the university must serve at least the period of loan**

**The previous one.**

**4- The loan does not result in a breach of the course of the study during the period of the loan.**

**5** **- Any other conditions that the University Council considers.**

#### Article 72

**Lending to the following parties is:**

**1- Universities and university colleges at home and abroad.**

**Ministries and government agencies.**

**Public or private institutions.**

**Governments and regional or international bodies.**

**(19)**

#### Article 73

**The loan shall be for one year renewable for a period or periods of not more than one year, and the duration of the loan may not exceed five consecutive years, and the University Council may exclude exceeding this period by a maximum of two years, but the total periods of loan shall not exceed ten years for the duration of the work of the faculty member and in his judgment at the university or any other university.**

#### Article 74

**The hired entity bears the salary, allowances and bonuses from the date of its start and treats the loaner with regard to his seniority and the allowances due to him as if he were at the university, during which he will perform the pension deductions and that the duration of the loan for the purposes of promotion shall be assessed and calculated in accordance with article (24) of this regulation.**

#### Article 75

**The decision to approve the loan may include assigning the loanee to contribute to certain academic work such as teaching, scientific supervision, training or otherwise, with the university incurring no expenses as a result.**

**Scientific communication**

#### Article 76

**It is permissible by decision of the University Council on the recommendation of the Scientific Council and the recommendation of the competent department and college councils to send the faculty member on a scientific mission outside the university headquarters for a period of not more than four months, and may, if necessary, extend it to one year and treat the delegate as the delegate if the duration does not exceed one month, if the duration increases and the treatment of the employee who seeks training abroad is treated.**

#### Article 77

**Taking into account the applicable instructions, it is permissible by decision of the University Council on the recommendation of the competent department and college councils to send the faculty member to teach outside the Kingdom, and treat the treatment of delegates to work officially abroad, but not more than four years of dispatch. .**

#### Article 78

**It is permissible by decision of the Director of the University on the recommendation of the competent department and college councils and the Scientific Council to allow the faculty member to travel to conduct research at a university other than his university during the summer holidays as follows:**

**1- The faculty member must submit the travel request, including the statements in support of it.**

**2- To submit a report after returning to the council of the competent section for the research completed and to be submitted to me**

**Scientific Council.**

**3 - He is given a plane ticket.**

**(20)**

**transportation**

#### Article 79

**It is permissible to transfer the faculty member and those in his judgment within the scope of his scientific specialization from one department to another within the college itself by decision of the director of the university on the recommendation of the Scientific Council, the College Council and the councils of the two competent departments.**

#### Article 80

**It is permissible to transfer the faculty member and those in his judgment from one college to another in the university by decision of the university director on the recommendation of the Scientific Council and the councils of the department and the faculty transferred from them and the councils of the department and the college and transferred to them.**

#### Article 81

**It is permissible by decision of the University Council on the recommendation of the department council and the competent college board to approve the transfer of the faculty member and those in his judgment to a job outside the university.**

**Discipline**

#### Article 82

**The disciplinary committee shall be the faculty member and those in his judgment by decision of the Rector as follows:**

**1. One of the university's agents as President**

**2. One of the mayors who did not take over the investigation is a member**

**3. Faculty member of no less than a professor**

**4. A specialist in sharia or regulations is a member**

#### Article 83

**Taking into account the provisions of the system of discipline of employees if a faculty member and those in their judgment issue what is believed to be a breach of his duty, one of the deans will immediately investigate him at the commission of the Rector and report to the director on the outcome of the investigation. The university director will refer his interrogator to the disciplinary committee if**

**A positive opinion for that.**

**(21)**

#### Article 84

**The rector shall issue a decision to suspend any of the faculty members and those in their judgment from work if the interest of investigating him requires this, and the period of suspension may not exceed three months except by decision of the disciplinary committee.**

**The duration or duration of suspension may be extended for another period or period as required by the circumstances of the investigation, provided that the suspension period at each time does not exceed one year.**

#### Article 85

**If he is innocent or punished without dismissal, the rest will be paid to him from his salary, but if he is punished by dismissal, he will not be recovered unless the person who issued the punishment decides otherwise.**

#### Article 86

**The Rector informs the faculty member - and those in his judgment - referred to the disciplinary committee for the charges against him and a copy of the investigation report with a recorded letter at least 15 days before the trial.**

#### Article 87

**For the faculty member and in his ruling referred to the disciplinary committee to see the investigations conducted on the days appointed by the director.**

#### Article 88

**The disciplinary committee will consider the case referred to it as follows:**

**1- The Secretariat of the Committee is staff member chosen by the Chairman of the Committee.**

**2. The Committee holds its meetings at the invitation of the President and informs the investigator in writing with a registered letter**

**By appearing before the committee to hear his statement and his defense.**

**3- The Committee holds its meetings in the presence of the investigator with him or his agent, if he or his agent jazz does not attend**

**The case is being heard and the investigation and consideration of the case are conducted in secret and the Commission has the right to**

**You listen to witnesses' statements about the need.**

**4. The Committee's decisions are taken by majority, and its meetings are valid only if all its members attend. And raise**

**The committee's decisions to the rector in a minutes attached to the case file within a period of no**

**More than two months from the date of the investigator's referral to her for approval and in case of non-**

**The re-approval of the decision of the University Director of the Committee, shall be returned to the Committee again if the committee remains on**

**Her opinion takes the matter to the University Council and its decision on it is final.**

**5. The Rector shall inform the Committee's decision as soon as it is issued to the faculty member and those in**

**His judgment is in a recorded book.**

**(22)**

**6. The faculty member and those in his judgement may appeal the decision with a letter to the Director**

**University within at least 30 days of informing him of the committee's decision and not becoming final,**

**If the appeal arrives before the expiry of the specified period, the rector returns the case to the**

**discipline for further consideration, if the committee remains in its opinion, it will be submitted to the University Council,**

**The decision of the University Council will be final.**

#### Article 89

**Taking into account the provisions of article (32) of the system of discipline of employees, disciplinary penalties may be imposed on the faculty member and those in his judgment:**

**1- Warning.**

**2- Blame.**

**3. Salary deduction not exceeding three months' net salary, but not exceeding the monthly deduction**

**One third of the net monthly salary.**

**4- Denial of one periodic allowance.**

**5- Postponing the promotion for one year.**

**6 - Chapter.**

#### Article 90

**There is no effect on disciplinary proceedings in other lawsuits arising from the same incident.**

#### Article 91

**The rector should alert the faculty member and those in his judgment who violate his duties and the alert is oral or written and the university director signs the warning and blame penalties on the faculty member after investigating him in writing and hearing his statements and achieving his defense and his decision in doing so is caused and final.**

**Deans should inform the rector based on what they receive from the heads of departments or what they notice about all the faculty members and those in his judgment who violate the required duties or any other irregularities.**

**Termination**

**Article 92**

**The faculty member's service ends for one of the following reasons:**

**1- Resignation.**

**2- Request a retirement referral before reaching the regular age according to the retirement system.**

**3- Job cancellation,**

**4- Health deficit.**

**5- Absence without a legitimate excuse or failure to implement the transfer decision.**

**(23)**

**6- Dismissal for disciplinary reasons.**

**7 - Adjudication by royal order or by decision of the Council of Ministers.**

#### Article 93

**The faculty member and those in his judgment are referred to retirement by decision of the university director if he completes sixty hijri years of age.**

**By decision of the Rector, the service of those up to 60 years of age during the school year may be extended to the end. The Council of Higher Education, on the recommendation of the Rector, extends the service of those who reach 60 years of age for a period or periods until the age of 65.**

#### Article 94

**If a faculty member and his or her judge are found to be unable to carry out their duties due to illness, the Rector will report to the University Council to consider terminating his or her service.**

#### Article 95

**The University Council, on the recommendation of the competent boards of the department, college and scientific council, consider accepting the resignation of the faculty member and those in his judgment or referring him to early retirement at his request.**

**Rules for the use of part-time professors**

#### Article 96

**The university may hire a part-time professor provided that he is a former faculty member or a distinguished scientist with long experience in the specialty he will teach. He may not be assigned any administrative work.**

**Article 97**

**The use of part-time professors for a period of not more than two years is renewable by decision of the University Director on the approval of the University Council and the recommendation of the Scientific Council and the faculty and the competent department.**

#### Article 98.

**The part-time professor is awarded a reward equivalent to the first degree he was attached to, if he is not a former faculty member, the University Council determines the amount of the reward on the recommendation of the Scientific Council and the boards of the department and the college not exceeding the first associate professor.**

**(24)**

**Article 99.**

**Taking into account the provisions of article (96) of this regulation, the part-time professor must abide by the duties of the faculty member stipulated in this regulation and be treated in terms of teaching units that are above the quorum in accordance with the provisions of article (51) of this regulation.**

#### Article 100

**When a part-time professor violates any of his duties, the provisions on the discipline of faculty members provided for in this regulation shall be applied.**

**Rules governing the promotion of Saudi competencies available**

**out of college to teach in colleges**

**University and its institutes**

**Article 110**

**For those who are used by non-faculty members at the university to throw the methodical teaching units adopted within the** study plans, a reward is paid for each teaching unit according to the following:

**1- Ministers and their deputies, and the excellent ranked (1000) thousand riyals.**

2- **Faculty**members who are employed from other universities: -

**A- Professor 400 riyals**

**B- Associate Professor 350** Riyals

C- Associate Professor 300 Riyals

3- Those who are on the ranks of the staff ladder:

A- Ranked 14-15 400 Riyals

B- Ranked 13 350 Riyals

C- Ranked 12 300 Riyals

D- Mattresses 9-10-11 250 Riyals

4- Those on the educational ladder: -

A- Level 6 250 Riyals

B- Level 5 200 Riyals

C- Level 4 150 Riyals

                                      (25)

5- The military:

A- First team 1000 riyals

B- Team and Brigade 400 Riyals

C- Dean and Colonel 350 riyals

D- Presenter and captain 300 riyals

E- Lieutenant and Lieutenant 250 riyals

6. Retirees:

by their degrees, career ranks, or military ranks before retirement.

Non-employees:

With the approval of the University Council based on the recommendation of the competent department council, and the faculty concerned, it is permissible to use the distinguished Saudi competencies outside the university without the cases referred to in the previous paragraphs to teach in the colleges of the university, its institutes, and its centers, and determine their rewards in no more than the salary of the first degree of assistant professor.

Article 2 after 100

 If the staff, or others outside the university's headquarters or outside one of its branches are spent on it in addition to the reward stipulated in article (101) of this regulation, a round-trip plane ticket, and the planned assignment allowance for the likes of him, or the university shall bear the expenses of housing, transportation and subsistence for a period of stay.

                                   General provisions

Article 130

University councils set the executive and procedural rules for this regulation in a way that does not conflict with it.

Article 4 after 100

Unless there is a provision in this regulation on which the regulations and decisions in force in the Kingdom apply.

                                      (26)

Article 5 after 100

The Higher Education Council has the right to interpret this regulation.

Article 160

This list is in place six months after its adoption.

     \*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*

         Allowances and rewards added to the list of university faculty

- The decision of the Distinguished Council of Ministers No. 259 and the date of 1/9/1429 H was issued with the letter of the Cabinet Office No. 35971 and the date of 4/9/1429 H and decided to issue his clause (I) to agree to the disbursement of rewards and allowances to Saudi faculty members in Saudi universities

This is as follows: -

1- End-of-service bonus :

Severance pay for those whose services have exceeded (20) twenty years in higher education in

Jobs (Professor, Associate Professor, Assistant Professor, Lecturer) for each of his years of service

Equal to the salary of the degree he occupies at the end of his service.

2- Instead of scarcity :

Disbursement of a monthly scarcity allowance from (20 0/0 to 40 0/0) a higher limit calculated than the basic salary for the first degree of ladder 0

3. Emerging universities allowance :-

The allowance of emerging universities to encourage employment in emerging universities is paid and the allowance from (20 0/0 to 40 0/0) is a higher limit, calculated from the basic salary for the first degree of the ladder 0

4- Instead of attending meetings :-

Disbursement of the allowance for attending meetings according to:

- (400) riyals for the session for the member of the Faculty Council and a maximum of (10,000) ten thousand

SR in fiscal year 0

- (300) Riyals for the session for the member of the board of the department and a maximum (9000) riyals in

Fiscal year 0

5- Rewarding excellence :-

Payment of a bonus allowance of (10 0/0) of the basic salary for the first degree of the ladder for the recipient of a local award, (20 0/0) for the recipient of a regional award, and (30 0/0)

For the recipient of a global award, and (40 0/0) for the patent holder 0

6- University education allowance :-

Disbursement of a university education allowance of (25 0/0) of the basic salary for the first degree of the ladder

For faculty members to reach the upper limit.

7- Rewarding leadership positions :-

Raising the bonus allocated to the leaders of the university - stipulated in article (46) of the regulations governing the affairs of Saudi university staff members and those in their rule - so that the dean (2500) riyals per month and the dean's agent (2000) riyals per month and the head of the department (1500) riyals per month 0

          II- Form a permanent committee of ministries - higher education, civil service, finance, raise the results

Its meetings with the Council of Higher Education, and specialize in proposing the controls and standards that must be available in

Those granted allowances, rewards and benefits to those subject to the faculty ladder

In universities, they include (rare disciplines, emerging universities, reward excellence)

And to re-consider what needs to be reduced every three years.

The resolution stipulated that the first item of the beginning of the following fiscal year would take effect.

1430/ 1431 H 0

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(28)