



IIUM/202/4/1/1

25th May 2022

All Deans / Directors
Kulliyahs / Divisions / Centres / Institutes / Offices
International Islamic University Malaysia

Dear YBhg. Dato'/Prof./Dr.

Assalamualaikum wa rahmatullahi wa barakatuh

SERVICE CIRCULAR NO. 10/2022
MANAGEMENT SERVICES DIVISION

DISCONTINUATION OF THE MAXIMUM AGE LIMIT ALLOWED
FOR APPLICATION OF PROMOTION OF ACADEMIC STAFF

1. OBJECTIVE

The objective of this circular is to inform all Deans/Directors of the Kulliyahs / Divisions / Centres / Institutes / Offices on the discontinuation of the maximum age limit allowed for application of promotion of academic staff.

2. BACKGROUND

2.1 The University through various Staff Service Committee (SSC) meetings had decided on the maximum age limit allowed for application of promotion of academic staff as follows:

No.	Circular/Circulation letter	Description
1.	MSD Service Circular No. 3/2016 on Guidelines on promotion for contract academic staff	Staff appointed on contract basis whose age is more than 60 years old will not be eligible to apply for promotion (including emplacement of professor to higher grade).
2.	MSD Circulation letter dd. 1 st November 2017 on Revised remuneration package and benefits for contract staff	i) Appointment of local academic staff on contract basis after the compulsory retirement age (55, 56, 58 or 60 years old) will be based on the need of the Kulliyah. Staff may be offered with the last substantive post but with minimum salary of the said post.



		ii) Staff appointed on contract basis after compulsory retirement including international and permanent resident staff whose age is above 60 years old are not eligible to apply for promotion during the contract period.
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2.2 It was highlighted in the meeting of Academic Staff Selection Committee (ASSC) No. 2/2022 held on 3rd March 2022 for the university to consider allowing the contract academic staff whose age is above 60 years old to apply for promotion to higher grade based on the following justifications:

- i) Academic staff are still able to produce academic output and fulfil the stipulated promotion criteria set by the university.
- ii) Their networking at the national and international level will tighten the community engagement with other organisation and public institutions. This will not only benefit the University in general but the relevant institutions as a whole.
- iii) Academic staff are an asset to the University and their continued service will contribute towards teaching and learning as well as other academic activities.
- iv) By removing the age limit, staff who were not able to apply for promotion due to administrative commitments in the Kulliyah could now apply for promotion based on their good academic achievements.

3. **DECISION**

3.1 The Staff Service Committee (SSC) Meeting No. 2/2022 held on 15th April 2022 approved as follows:

- i) To discontinue the age limit of above 60 years old for promotion of academic staff.
- ii) To consider the promotion application from academic staff whose age are above 60 years old on case-by-case basis during the application for contract appointment and the renewal of contract exercise, i.e. with outstanding achievement which met the promotion criteria and subject to recommendation from the respective Dean of Kulliyah; and

The application from the recommended academic staff will be processed in accordance with the policy currently in force.



- 3.2 The effective date of implementation is **15th April 2022**, i.e. the date of SSC Meeting No. 2/2022.
- 3.3 With the issuance of this circular, the MSD Service Circulars/circulation letter stated in para 2.1 above that related to the age limit allowed for applying for promotion is superseded.

All Deans/Directors are kindly required to disseminate this information to all relevant staff at the Kulliyah/Centre/Division/Institute/Offices.

Thank you. Wassalam.

"Leading the Way"


FAZIDAH H.J. BAKHTIAR
Executive Director
Management Services Division

- c.c. : Rector
: Deputy Rector (Academic and Internationalisation)
: Deputy Rector (Responsible Research and Innovation)
: Deputy Rector (Student Development and Community Engagement)
: Executive Director (Finance Division)
: Executive Director (Development and Planning)
: Campus Director, IIUM Kuantan Campus
: Legal Advisor

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