



NILAMBAZAR COLLEGE

Affiliated To Assam University, Silchar

P.O.- Nilambazar Dist. Karimganj, Assam.

Pin- 788722

Email Id- nilambazarcollege@gmail.com

Website: www.nilambazarcollege.ac.in

Supporting Documents For NAAC

Self Study Report (SSR)

Period : 2017-18 to 2021-22

First Cycle NAAC Accreditation

Criteria-6

Governance, Leadership and Management

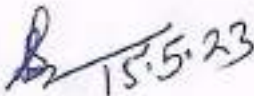
Key Indicator 6.2

(Strategy Development and Deployment)

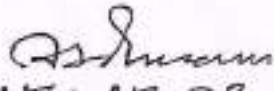
Metric Number 6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures etc.

Submitted
To


Co-Ordinator
I.Q.A.C.
Nilambazar College

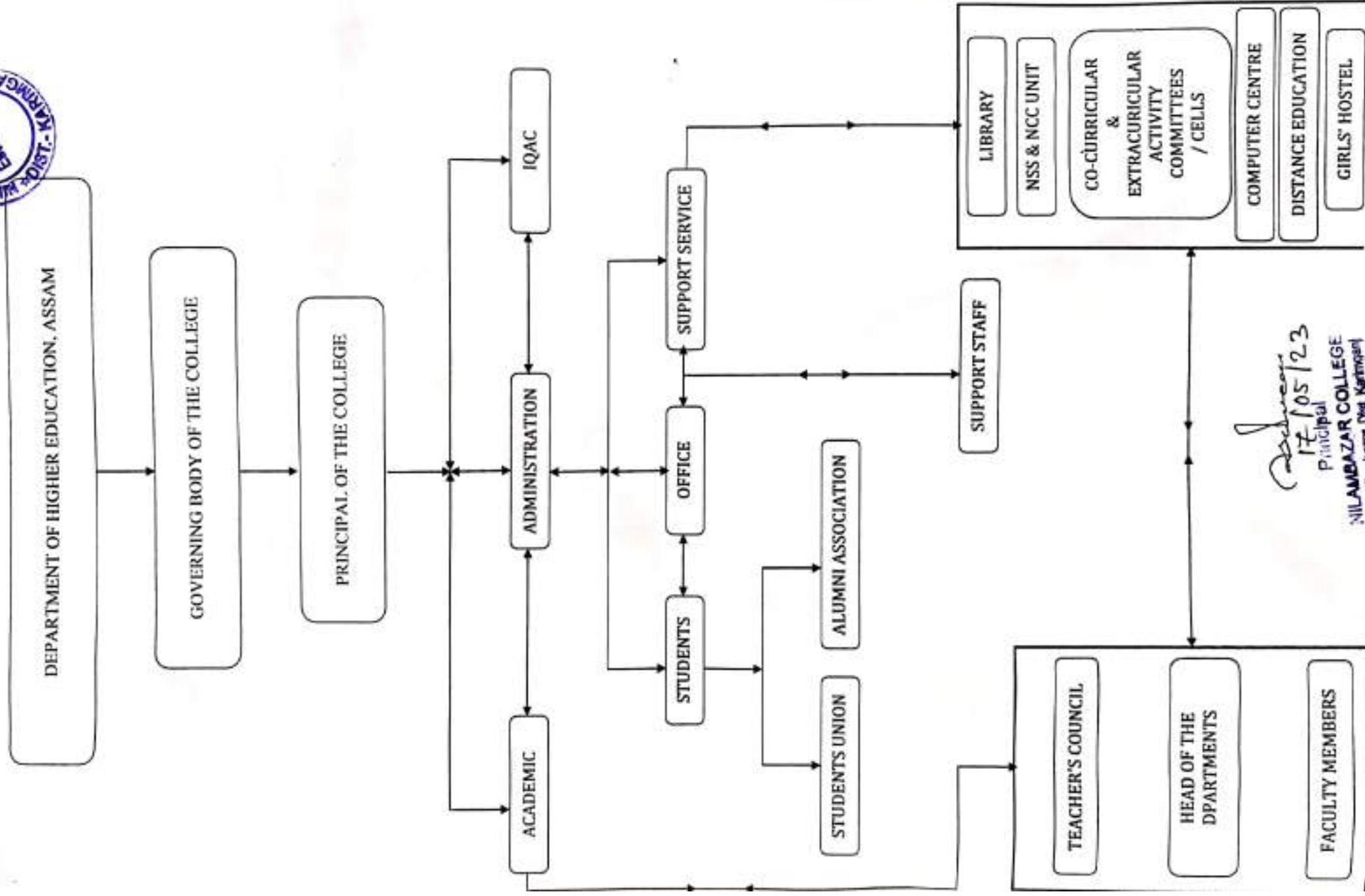



15.05.23
Principal
NILAMBAZAR COLLEGE
P.O. Nilambazar, Dist. Karimganj

THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL



ORGANOGRAM



Signature
17/05/23
Principal
NILAMBAZAR COLLEGE
Karimganj, Dist. Karimganj

GOVERNMENT OF ASSAM
OFFICE OF THE DIRECTOR OF HIGHER EDUCATION, ASSAM
KAHILIPARA, GUWAHATI-19.

No.DHE/PA/GB/Gov.Per 2/2021/518

Dated Kahilipara, the 27th June/2022

Q R D E R

In exercise of the power conferred on vide Notification No.AHE.331/2008/33, dated Guwahati the 9th of July/2009 and Govt. Notification No.AHE.331/2008/26, dated 18-06-2009, the undersigned as per provision of Rule 5 & 6 of the Assam Non-Govt. College Management (Amendment) Rules,2009 as amended, the Governing Body in respect of the Nilambazar College situated in the District of Karimganj and affiliated by the Assam University is hereby re-constituted with immediate effect.

The term of the Governing Body would be permanent, only its members would have tenure as laid down against each member shown below:-

This order has the approval of Govt. vide letter No. AHE.45/2020/118 dated 17-6-2022

- a) President (Educationist) for terms of five years or before five years for reasons to be recorded in writing. He shall however continue beyond this period till his successor is appointed. :- Mr. Nilanjan Das
Retd. Principal i/c
Gandhai H.S School.
- b) Secretary, Ex-Officio :- The Principal of the College
- c) Vice - Principal :- Member Ex-Officio.
- d) Guardian Member for terms of three years or till their ward is a student of the college which ever is earlier :-
- i) Member Guardian (Nominated by D.H.E. Assam) :- --
- ii) Member Guardian (Nominated by D.H.E. Assam) :- --
- iii) Women Member Guardian (Nominated by D.H.E. Assam) :- --
- e) Member :- To be nominated by the University (three years).
- f) Member :- To be nominated by the University (three years).
- g) Member :- Teachers representative (one year)
- h) Member :- (To be elected) - do - (one year).
- i) Member from Non-Teaching staff :- To be elected by the non-teaching employees of the College
- j) Member (Donor) :- To be elected among the Donors
- k) Member :- Librarian from the College.

Sd/- (Dharmakanta Mili, ACS)
Director, Higher Education, Assam,
Kahilipara, Guwahati-19.

Dated Kahilipara, the 27-6-2022

Memo No. DHE/PA/GB/Gov.Per 2/2021/518

Copy to :-

1. The Commissioner & Secretary to the Govt. of Assam, Education (Higher) Department, Dispur, Guwahati-6 .
2. The P.S. to the Hon'ble Minister, Education, Assam, Dispur, Guwahati-6. For kind appraisal of the Hon'ble Minister Education, Assam
3. The Person Concerned.
4. The Principal, Nilambazar College, P.O- Nilambazar , Pin- 788722, Dist- Karimganj for favour of information.
5. The Registrar, Assam University for information and necessary action.
6. The Guard File.

NBC/DHE/ESH/GB/22
14/7/22

Director, Higher Education, Assam,
Kahilipara, Guwahati-19.

Principal 05/5/23
NILAMBAZAR COLLEGE
P.O. Nilambazar, Dist. Karimganj

GOVERNMENT OF ASSAM
OFFICE OF THE DIRECTOR OF HIGHER EDUCATION, ASSAM,
KAHILIPARA, GUWAHATI-781019.

O R D E R

No. DHE/PA/GB/Guardian Member/4/2020/430

Dated Kahilipara the 4th December, 2020

In supersession of this office earlier order, the following guardian is hereby nominated as new Guardian Member of the Governing Body of Nilambazar College, P.O- Karimganj, Dist- Karimganj, for a term of 3 (three) years or till the ward is a student of the College whichever is earlier.

1. Mr. Azizur Rahman Talukdar father of Suhana Parvin Talukdar, B.A 1st Sem.
2. Mr. Abdul Kadir Choudhury father of Asma Begum Choudhury, B.A 1st Sem.
3. Mrs. Ajita Nath mother of Sneha Nath, B.A 1st Sem.

Other parts of this office order, will remain same. This Order will come into force with immediate effect.

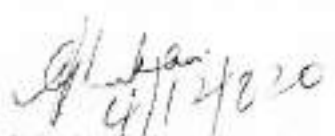
Sd/-(G. Phukan, ACS)
Director of Higher Education, Assam,
Kahilipara, Guwahati-19.

Memo No. DHE/PA/GB/Guardian Member/4/2020/430

Dated Kahilipara the 4-12-2020

Copy to:-

1. The President of the Governing Body of Nilambazar College, P.O- Karimganj, Pin- 788722 Dist- Karimganj, for information
2. The Principal, Nilambazar College for favour of information and necessary action with reference to his letter No. NBC/GB/DHE/20/74 dated 12-11-2020.
3. The Registrar, Assam University, for information and necessary action.
4. The Person(s) Concerned. Order copies to be distributed by the Principal of the college.
5. The Guard File.


Director of Higher Education, Assam,
Kahilipara, Guwahati-19.


Principal 05/5/23
NILAMBAZAR COLLEGE
P.O. Nilambazar, Dist. Karimganj



NILAMBAZAR COLLEGE

Recognised under section 2(f) & 12 (B) of the
University Grants Commission Act, 1956

PERMANENT AFFILIATED TO ASSAM UNIVERSITY, SILCHAR
(ইন্ডিয়ান)

ADMINISTRATIVE BODY

Governing Body (G.B.) administers all academic and administrative matters of the college. Governing Body is the sole Executive Body of the college. Discretionary powers are generally vested upon the Governing Body and the Principal of the College who looks after and undertakes responsibility for the maintenance of quality education, inter-departmental co-ordination, examination and infrastructural development of the college.

The structure of the present Governing Body of Nilambazar College:-

Designation	Name
President	Mr. Nilanjan Das
Secretary/Principal (Ex-Officio)	Dr. Atiqur Rahman
Member (Guardian)	Mr. A.R. Talukdar
Member (Guardian)	Mr. Abdul Kadir Chowdhury
Women member (Guardian)	Mrs. Ajita Bhal
Member, University Nominee	Mr. Tarun Bikash Sukhal, AUIS
Member, University Nominee	Mr. Samsar Deb, G.C. College
Member, Teachers Representative	Mr. Abdul Munim
Member, Teachers Representative	Dr. A.H. Marjuni Haque
Member, Non-Teaching Representative	Mr. Sadiqur Rahman
Member (Donor)	Mr. Kabir Ahmed

[Signature]
17.05.23
Principal
NILAMBAZAR COLLEGE
P.O. Nilambazar, Dist. Karimganj



অসম  ৰাজপত্ৰ
सत्यमेव जयते

THE ASSAM GAZETTE

অসাধাৰণ

EXTRAORDINARY

প্ৰাপ্ত কৰ্তৃত্ব দ্বাৰা প্ৰকাশিত

PUBLISHED BY THE AUTHORITY

নং 255 দিশপুৰ, শুক্ৰবাৰ, 18 মে', 2018, 28 ব'হাগ, 1940 (শক)
No. 255 Dispur, Friday, 18th May, 2018, 28th Vaisakha, 1940 (S.E.)

GOVERNMENT OF ASSAM
ORDERS BY THE GOVERNOR
LEGISLATIVE DEPARTMENT :: LEGISLATIVE BRANCH :: DISPUR

NOTIFICATION

The 16th May, 2018

No. LGL. 68/2017/42.— The following Act of the Assam Legislative Assembly which received the assent of the Governor on 9th May, 2018 is hereby published for general information.

ASSAM ACT NO. XIX OF 2018

(Received the assent of the Governor on 9th May, 2018)

THE ASSAM EDUCATION (PROVINCIALISATION OF SERVICES OF TEACHERS
AND RE- ORGANISATION OF EDUCATIONAL INSTITUTIONS
(AMENDMENT) ACT, 2018.


Co-Ordinator
I.Q.A.C.
Nilambazar College


Principal
NILAMBAZAR COLLEGE
P.O. Nilambazar, Dist. Karinganji



AN
ACT

to amend the Assam Education (Provincialisation of Services of Teachers and Re-Organisation of Educational Institutions) Act, 2017.

Preamble

Whereas it is expedient to amend the Assam Education (Provincialisation of Services of Teachers and Re-Organisation of Educational Institutions) Act, 2017, hereinafter referred to as the principal Act, in the manner hereinafter appearing :

Assam
Act No.
XXX of
2017

It is hereby enacted in the Sixty-ninth Year of the Republic of India as follows :-

Short title, extent and commencement

1. (1) This Act may be called the Assam Education (Provincialisation of Services of Teachers and Re-Organisation of Educational Institutions) (Amendment) Act, 2018.
- (2) It shall have the like extent as the principal Act.
- (3) It shall come into force at once.

Amendment of Section 2

2. In the principal Act, in Section 2, for clause (w), the following shall be substituted, namely:-
“(w)“Venture Degree College” means a Degree College imparting education beyond Higher Secondary stage established by the people of the locality prior to 1.1.2006 and which has also received affiliation from the concerned University, concurrence from the State Government on or before 01.01.2006 atleast for TDC Part-1 and whereof the services of teachers have not been provincialised under any Act enacted by the State legislature so far;”

Amendment of Section 3

3. In the principal Act, in Section 3, in sub-section(1), for the existing clauses (i), (vii) and (ix), the following shall be substituted respectively, namely:-

“(i) The Venture Educational Institutions which have been established and had obtained the required permission, recognition, affiliation, concurrence, as the case may be, required for the

concerned institution from the respective competent Authority or Authorities on or before 01-01-2006:

Provided that the permission for 1st year HS classes in respect of Higher Secondary School, concurrence for 1st year HS classes in respect of Senior Secondary School (erstwhile Junior College), recognition from Board of Secondary Education, Assam for class-IX in respect of High School, concurrence for TDC Part-I in respect of Degree College received from the Government on or before 01-01-2006 shall be treated as the permission, concurrence or recognition as the case may be, for the purpose of provincialisation of services of teachers and/or tutors under this Act:

Provided further that the order for such permission, recognition and concurrence shall have to be issued on or before 01-01-2006 and any order issued thereafter with any retrospective effect, shall not be considered for the purpose of provincialisation of services of any teacher and tutor, as the case may be, of the institution;”;

“(vii) For provincialisation of services of one teacher or tutor, as the case may be, in each subject including the core subjects, in case of Venture High School or Venture High Madrassa or Venture Higher Secondary School or Venture Senior Secondary School, at least 10 students must have appeared in the last final examination in that particular subject from that institution. Further, for provincialisation of services of maximum limit of three teachers or tutors in a particular subject, as the case may be, in case of a Venture Degree College, at least 15 students in that particular subject, must have appeared in the last final examination from that college;”;

“(ix) For provincialisation of services of additional teacher or tutor, as the case may be, for a particular subject including the core subjects, in addition to the post mentioned in Section 3(1)(vii), in any Venture High School or Venture High Madrassa or Venture Higher Secondary School or Venture Senior Secondary School, the minimum students appearing in the last final examination of the highest class of the said school for that



particular subject must exceed eighty for one additional post and one hundred fifty for the second additional post. Further, for provincialisation of services of additional teacher or tutor, as the case may be, for a particular subject, in addition to the posts mentioned in Section 3(1)(vii), in a Venture Degree College, the minimum students appearing in the last final examination of the highest class for that particular subject must be more than one hundred fifty for one additional post;”;

Amendment of
Section 4

4. In the principal Act, in section 4, in sub-section (2), for the existing clause (i), the following shall be substituted, namely:-

“(i) must have been working as a teacher in the concerned Venture Educational Institution as mentioned in Section 3(1)(i) that have been recognized by the competent authority on or before 01.01.2006;”

5. In the principal Act, for the words “Junior College” and “Lecturer” wherever they occur, the words “Senior Secondary School” and “Post Graduate Teacher” respectively, shall be substituted.

S. M. BUZAR BARUAH,
Commissioner & Secretary to the Government of Assam,
Legislative Department, Dispur, Guwahati-6.



CODE OF CONDUCT

NILAMBAZAR COLLEGE,
P.O. - Nilambazar, Dist: - Karimganj,
Assam - 788722. Estd: 1994

A. CODE OF CONDUCT FOR THE PRINCIPAL

- > The principal of the college responsible to abide by the Code or Professional Ethics for College Teachers given by UGC and the other statutory bodies from time to time.
- > Principal is responsible for the day-to-day administration of the college.
- > The Principal should take creative steps to materialize the vision and mission of the College from time to time.
- > The principal should initiate development activities of the college in due consultation with the Governing Body.
- > The principal has the prime responsibility to maintain the academic atmosphere of the college. He/She should ensure the existence of an academic environment within the college and should endeavour for its enrichment by encouraging research activities.
- > The Principal should monitor manage and educate the administration of the institution and take remedial measures wherever it is necessary.

15.5.23
Co-Ordinator
I.Q.A.C.
Nilambazar College

- > It is the duty of the principal to ensure the discipline of the staff, students and non teaching staff. The Principal has to ensure the equal treatment to all the people in the campus of the college by removing any kind of discriminatory and disparate practices at any level on the basis of caste, creed, religion, race and sex within the administrative and academic structure of the college.
- > Equal opportunities for all students should be ensured by the principal.
- > The principal should put best efforts to bring in adequate infrastructural and financial support for the College.
- > Incidents of sexual harassment, sexual abuse and violence against people who belong to scheduled castes and tribes should be immediately informed to the Principal and the Principal should give an official complaint to the concerned government authority without any delay.
- > The Grievance Redressal Cell of the College should inform the principal any case that is reported to it along with the action the cell has taken on behalf of it.
- > The Principal should take measures to ensure the collective responsibility of all staffs and students in the college and thereby build mutual confidence amongst them.

B. CODE OF CONDUCT FOR THE TEACHERS

- > The teachers should uphold the vision and mission of the college, and work for the holistic development of the students.

- > All the teachers should be present in the college before 9.30 a.m. and they can leave the campus only after 4.30 P.M.
- > The teachers hold the responsibility of maintaining the general discipline of the campus, and anything that is seen inappropriate should be reported to the principal.
- > They have to do properly the special duties assigned by the principal from time to time.
- > They should mark the attendance and maintain the documentation in the Attendance Register entrusted to them.
- > All the teachers should keep the code or professional Ethics for College Teachers given by UGC and the other statutory bodies from time to time.

C. CODE OF CONDUCT FOR THE NON TEACHING STAFF

- > All the non-teaching staff being supporting staff of the college should work in collaboration with the Sr. Asstt. Under the order of the principal. Each one shall report to the duty in time.
- > They should strive to maintain the academic atmosphere of the college through the works assigned to them.
- > They are not allowed to sub-delegate the responsibilities entrusted to them without the prior permission of the principal.
- > They are not allowed to leave the college campus during the working hours unless permitted by the principal. They should adhere strictly to the laws and regulations of the college.

Principal
NILAMBAZAR COLLEGE
P.O. - Nilambazar



- > They should deal with students, staff and colleagues with respect and courtesy.
- > They should maintain honesty, discipline, fairness, and justice in their official duties.
- > They should keep the confidentiality of the records maintained in their offices and are custodians of the files and papers entrusted to his/her section.
- > On unavoidable circumstances they can take leave on working days. They should get permission from the principal and inform the leave to the immediate superiors for the proper functioning of the office.
- > Strict action will be taken if any file is delayed purposefully. All should co-operate with the management, Administration and the Teaching Staff for the smooth and efficient functioning of the college.

D. CODE OF CONDUCT FOR THE STUDENTS

- > College admissions are strictly based on Assam University Norms and Directives of the Department of Higher Education Government of Assam from time to time.
- > Application forms and prospectus can be obtained from the college website within the duration on admission declared by the college authority.
- > Incomplete application will be summarily rejected.
- > The Admission Committee reserves the right to reject admission to any student without assigning reason thereof.
- > Admission fees once paid is not refundable.
- > Attendance will be marked at the beginning of each period. Students must wear uniforms on

all working days and should have ID card along with them.

- > Students must have 75% attendance for appearing each semester final examination.
- > A student absenting without leave for more than ten consecutive days without satisfactory explanation will have his/her name removed from the rolls.
- > Students are expected to spend their free hours in the library / reading room. They should not loiter along the verandas or crowd round at the corridors and staircase.
- > No students can take part in any demonstration, Agitation or activities of similar nature political or otherwise in and around the premises of the college.

E. CODE OF CONDUCT FOR THE PARENT/GUARDIAN

- > The College expects the parents/guardians to deal with the college authorities in matters regarding the students. No outsiders or relatives are expected to engage with matters of the students unless it is duly informed by the parents in an officially assigned format and procedure.
- > Parents / Guardians of the students are expected to uphold the vision, values and ethos of the college. Parents have the right to raise issues and concerns related to the education of their child or other matters relating to the college.
- > Parents should ensure that they raise their issues and concerns with the right person and follow the correct communication

channels according to the policies and procedures of the college.

- > Parents/guardians should come to the Parents Teacher Meet organised by the college.
- > They are advised to meet in person the HoD and Principal regarding the conduct and overall performance of their children. It is highly appreciable that the parents/guardians should visit the HoD at least once in a semester.
- > In matters of discord and grievances, the parents/guardians are requested to make a direct meeting with the principal/ respective HoD. Kindly do not resort to any inappropriate, malicious and judgmental gossips in case of issues regarding your student and college. A direct conversation will clarify any confusion regarding the issues. The college takes seriously any issues that are brought to its attention.

.....
Principal
NILAMBAZAR COLLEGE
PO Nilambazar, Dist. Karimganj

18.5.23
Co-Ordinator
I.G.A.C.
Nilambazar College



ADMISSION COMMITTEE

The objective of this committee is to manage efficient, effective and student-friendly admission process. This committee guides the students in selecting different course of their interest and help in the admission formalities through counseling.

Admission Committee for the session 2021-22 are as follows :-

Sl No	Name of the members	Designation
1	DR ATIQR RAHMAN	Chairman
2	MR ABDULLA HUSSAIN LASKAR Academic i/c	Convener
3	MR FAZLUL KARIM (TR to GB)	Member
4	MR AIN UDDIN (TR to GB)	Member
5	MR JALAL UDDIN, Coordinator IQAC	Member
6	MR ABDUL MUNIM, HOD Deptt. of Political Science	Member
7	DR DILWAR HUSSAIN TALUKDAR HOD Deptt. of History	Member
8	MRS BEGUM NURUN NAHAR, HOD Deptt. of Bengali	Member
9	DR A H MONJURUL HAQUE, HOD Deptt. of Arabic	Member
10	MR BIPLAB KANTI PAUL, HOD Deptt. of Sanskrit	Member
11	MR JAYNAL HUSSAIN, HOD Deptt. of English	Member
12	MR JAIN UDDIN, HOD Deptt. of Economics	Member
13	MR SADIQR RAHMAN	Member


Principal

ANTI RAGGING CELL

The objectives of the cell ensures the Ragging Free Campus in compliance with UGC guideline and DHE order.

Functions :-

- To take all necessary steps to prevent ragging in any form and to keep the college campus RAGGING FREE.
- To take strict disciplinary action in the case of occurrence of any kind of ragging.
- Other relevant sections as per UGC Anti-Ragging regulations - 2009, dated 17th June 2009.

Anti Ragging Cell for the session 2021-22 are as follows :-

1. DR SUMSUN NOOR CHOUDHURY	CONVENER.
2. MR. NAJIM UDDIN	MEMBER
3. MD IMDADUL HAQUE	MEMBER
4. MD AZIR UDDIN	MEMBER
5. MRS BEGUM NURUN NAHAR	MEMBER
6. MR LUTFUR RAHMAN	MEMBER
7. MR ABDUL HANNAN TAPADAR	MEMBER



PRINCIPAL

CAREER GUIDANCE AND PLACEMENT CELL

The objective of the cell is to organise Career Counseling and Guidance Programme for the students. It deals with collaboration and co-ordination other govt. and non-govt. agencies for organizing Career Counseling and Placement Programmes.

Functions :-

- To give guidance and counseling to the students regarding their academic career and placement.
- To arrange programme to create awareness about the importance of higher education.
- To arrange Coaching Classes on TET and other Civil Services Examination.
- To organise programmes for Personality Development, Soft Skills and Communications Skills
- To provide job information.
- To maintain records of participation of students regarding their career.

Career Guidance and Placement Cell for the session 2021-22 are as follows :-

DR ALTAF HUSSAIN	CONVENER
MR JALAL UDDIN	MEMBER
MD AZIR UDDIN	MEMBER.
MR. A H LASKAR	MEMBER.
MRS. RUPALI DAS	MEMBER
MR JAIN UDDIN	MEMBER
MR NAZIM UDDIN	MEMBER
MR BIPLAB KANTI PAUL (A N O)	MEMBER



PRINCIPAL

COLLEGE MAGAZINE COMMITTEE

Functions :-

The functions of the Magazine Committee is to inspire the students for creative/original writings, to help the students in collecting/selecting/editing the writings of the students and to publish the College Magazine "Samabayi Uttcharan" 2022-23 in time.

The present magazine committee are as follows :-

- | | |
|--------------------------|-----------------------------------|
| 1. Principal | Chairman |
| 2. Mr A H Laskar | Member |
| 3. Begum Nurun Nahar | Member |
| 4. Dr Sarbajit Das | Member |
| 5. Dr A H Monjurul Haque | Member |
| 6. Dr Anirvana Datta | Member |
| 7. Dr Altaf Hussain | Member |
| 8. Mr Jaynal Hussain | Member |
| 9. Md Iqbal Ahmed | Students Representative
Member |



Principal

COLLEGE PLANTATION CUM BEAUTIFICATION COMMITTEE

Functions :-

- To take steps for improving the plantation of the College and also to verify and take care of the plantations done by the students in various places under Free Admission Plantation Scheme.
- To organize various programmes to inspire Green Practices among the students, Staff and localities.
- To generate awareness about conservation of nature & wild life.
- For monitoring and maintaining the trees.

College Plantation cum Beautification Committee for the session 2021-22 are as follows:-

DR S N CHOUDHURY	CONVENER.
MD IMDADUL HAQUE	MEMBER.
MRS B N NAHAR	MEMBER.
DR SARBAJIT DAS	MEMBER
MR JAIN UDDIN	MEMBER
MR KABIR AHMED KHAN	MEMBER
MR ABDUL MANAF KHAN	MEMBER
JAYNAL ABEDIN	STUDENTS REPRESENTATIVE MEMBER



PRINCIPAL

Construction Committee

The college has a Construction Committee to look after of the constructions of the college. It supervises all the construction work of the college. Need based selection and supervision all repairing works is made by the committee members . Principal of the college is the Chairperson of the committee

Present Construction Committee is as follows:-

1. Dr S N Choudhury	Convener
2. Mr A H Laskar	Member
3. Dr Sarbajit Das	Member
4. Mr Jalal Uddin	Member
5. Mr Samarjit Roy	Member



Principal

CULTURAL COMMITTEE

The objective of this committee is to find out inner talent and abilities the students to provide a platform to show their creativity and talent in different fields. It also works to ensure holistic development of personality.

Functions :-

- To look after, guide and organize the student to hold different cultural events of the college as well as inter-college.
- To observe the national and international day.

Cultural Committee for the session 2021-22 are as follows:-

1. DR ANIRVANA DATTA	CONVENER
2. DR ALTAF HUSSAIN	MEMBER.
3. DR SARBAJIT DAS	MEMBER.
4. MR. A H LASKAR	MEMBER.
5. MRS RUPALI DAS	MEMBER
6. MD AZIR UDDIN	MEMBER
7. MR KABIR AHMED KHAN	MEMBER
8. MASUM KISMAT SULTAN	students

Representative Member



PRINCIPAL

Discipline Maintenance Committee

Discipline Maintenance Committee monitors the code of conduct of the college. It promotes and encourages good behaviour among the students and staff.

Functions :-

- * To look after the student's discipline, college uniform, rules and regulations of the college.
- * To adopt measures to prevent indiscipline.
- * To take action if and when required against the cases of indiscipline.

Discipline Maintenance Committee for the session 2021-22 are as follows :-

- | | |
|-------------------------------------------|-----------|
| 1. MR. ABDUL MUNIM | CONVENER. |
| 2. MR FAZLUL KARIM | MEMBER. |
| 3. MR IMDADUL HAQUE | MEMBER. |
| 4. MRS BEGUM NURUN NAHAR | MEMBER |
| 5. DR SARBAJIT DAS | MEMBER |
| 6. MR JALAL UDDIN | MEMBER |
| 7. A S M SIRAJUL ISLAM TAPADAR | MEMBER |
| 8. DR ANIRVANA DATTA (Prog. Officer, NSS) | MEMBER |
| 9. MR BIPLAB KANTI PAUL (NCC Officer) | MEMBER |



PRINCIPAL

Examination Cell

The primary objective of the cell is to conduct the examination in fair way. This cell deals with all examination related works.

Functions :-

- To prepare the plan of college examinations 2021-22
- The function of the AOCs is to conduct both the college and semester end examinations of AUS 2021-22.

Examination Cell for the session 2021-22 are as follows :-

1. Principal & OC	Chairman
2. Mr A H Laskar (Academic i/c)	Convener
3. Mr Jalal Uddin, IQAC Coordinator	Member
4. AOC's	Member
5. Mr Fazlul Karim, TR to GB	Member.
6. Mr Ain Uddin, TR to GB	Member
7. Mr Abdul Munim, HOD, Political Science	Member
8. Mrs Begum Nurun Nahar HOD, Bengali	Member
9. Dr A H Monjurul Haque, HOD, Arabic	Member
10. Mr Biplab Kanti Paul, HOD, Sanskrit	Member
11. DR D H Talukdar, HOD, History	Member
12. Mr Jain Uddin, HOD, Economics	Member
13. Mr Jaynal Hussain, HOD, English	Member



PRINCIPAL

Games & Sports Committee

The objective of this committee is to enhance the sportsman ship attitude of the students. It conducts sports events within the college as well as inter-college competitions.

Functions :-

- To encourage student participations in the District/University/State/ National level sports events.
- To promote women's participation in sports.
- To provide optimum indoor and outdoor sport facilities.
- To look after and guide the students in all matters related to the events of Games & Sports of the college as well as inter-college.

Games & Sports Committee for the session 2021-22 are as follows :-

1. MR. JAIN UDDIN	CONVENER.
2. MR FAZLUL KARIM	MEMBER
3. DR S N CHOUDHURY	MEMBER.
4. MR JALAL UDDIN	MEMBER.
5. DR REENA ROY	MEMBER
6. DR A H MONJURUL HAQUE	MEMBER
7. MR ABDUL MANAF KHAN	MEMBER
8. Saurav Das	Students Representative Member



PRINCIPAL

Grievance & Redressal Cell

The objective of the cell addresses all types of grievances and malpractices received for all the stakeholders of the college.

Functions :-

- To take up the grievances that may be received from the students/guardians and to take necessary steps for fruitful solution.

Grievance & Redressal Cell for the session 2021-22 are as follows:-

1. Mr Abdulla Hussain Laskar	Chairman
2. Md Azir Uddin	Member
3. Dr Sarbajit Das	Member
4. Mr Ain Uddin	Member
5. Dr Reena Roy	Member
6. Mr Jaynal Hussain	Member
7. A S M Sirajul Islam Tapadar	Member
8. Khaleda Begum	Students Representative Member

Health-Care Cell

Functions :-

- To provide health care facilities to the students and staff members.

1. A S SIRAJUL ISLAM TAPADAR CONVENER.

2. MD AZIR UDDIN MEMBER.

3. MRS RUPALI DAS MEMBER.

4. MR BIPLAB KANTI PAUL (NCC Officer) MEMBER

5. MR LUTFUR RAHMAN MEMBER

6. MR A H TAPADAR MEMBER

7. JAYNAL ABEDIN STUDENTS

REPRESENTATIVE MEMBER

Internal Complain Committee

Functions :-

- To deal of the issue of gender based violence and to conduct gender sanitization programme.
- To deal as per rules and regulations of UGC (Prevention, Prohibition and Redressal of sexual harassment of women employees and students in higher educational institutions) regulation – 2015.

Internal Complain Committee for the session 2020-2021 are as follows :-

- | | |
|--------------------------------|---------------------------|
| 1. MRS BEGUM NURUN NAHAR | PRESIDING OFFICER. |
| 2. DR. REENA ROY | MEMBER. |
| 3. MRS RUPALI DAS | MEMBER. |
| 4. MR AIN UDDIN | MEMBER. |
| 5. MR. NAJIM UDDIN | MEMBER
(Legal Advisor) |
| 6. A S M SIRAJUL ISLAM TAPADAR | MEMBER |
| 7. MR SIBAYAN DAS | MEMBER |
| 8. RUKSANA PARBIN TALUKAR | S R M |

Library Development Committee

The objective of this committee is constituted for the development of Library.

Functions :-

- To work for the strategic development of the Library.
- To make recommendations of Library equipments, books and journals.
- To provide e-journals.
- To introduce feedback system of readers (especially teachers)
- To establish the Library as an information centre.

Library Development Committee for the session 2021-22 are as follows :-

1. MR PARASAR ROY	COORDINATOR
2. MR FAZLUL KARIM	MEMBER.
3. DR ANIRVANA DATTA	MEMBER.
4. DR A H MONJURUL HAQUE	MEMBER
5. DR. S N CHOUDHURY	MEMBER
6. DR REENA ROY	MEMBER
7. DR ALTAF HUSSAIN	MEMBER
8. MR SAMARJIT ROY	MEMBER
9. JAYNAL ABEDIN	S R M

Minority Cell

The college has an independent Minority Cell to look after the welfare and well being of the Minority community students. . It provides guidance to the students in availing all the benefits and facilities made available to Minority Students by the government.

Functions :-

- To deal with the various problems of the minorities related to academic upliftment.
- To organize different programmes and to guide and inspire the students and guardians of various minority groups of the locality for academic as well as all-round achievements in life.

Minority Cell for the session 2021-22 are as follows :-

1. Mr A H Tapadar	Convener
2. Mr Ain uddin	Member
3. Md Imdadul Haque	Member
4. Mr Kabir Ahmed Khan	Member
5. Mr Lutfur Rahman	Member
6. Mr Abdul Manaf Khan	Member

OBC/MOBC Cell

The college has an independent OBC/MOBC Cell to look after the welfare and well being of the OBC/MOBC community students. . It provides guidance to the students in availing all the benefits and facilities made available to OBC/MOBC Students by the Government.

Functions :-

- To deal with the various problems of the students belonging to OBC/ MOBC communities in regards to their academic prosperity.
- To organize different programmes and to guide and inspire the students and guardians of OBC/ MOBC communities of the locality for academic as well as all-round achievements in life.

OBC/MOBC Cell for the session 2021-22 are as follows :-

- | | |
|-------------------------|----------|
| 1. Mrs Rupali Das | Convener |
| 2. Mr Biplab Kanti Paul | Member |
| 3. Mr Jain Uddin | Member |

Publicity and Press Cell

Functions :-

- The functions of the Publicity Cell are to give all required press releases and to maintain the file of the press releases along with the records of the events occurred.

Publicity and Press Cell for the session 2021-22 are as follows :-

1. DR SARBAJIT DAS (i/c Bengali News)	CONVENER/SECRETARY
2. MR FAZLUL KARIM,	MEMBER.
3. MD AZIR UDDIN,	MEMBER
4. MD. IMDADUL HAQUE	MEMBER
5. DR. ANIRVANA DATTA	MEMBER.
6. MR. AIN UDDIN	MEMBER.
7. MR NAZIM UDDIN (i/c English News)	MEMBER
8.KHALEDA BEGUM	S R M

Purchase Committee

The objectives of the committee is to examine and approve all kinds of purchases in the college. It is responsible for quality and quantity assessment of the materials to be purchased for the development of colleges infrastructure. The principal of the college is the chairperson of the committee.

Purchase Committee for the session 2021-22 are as follows:-

- | | |
|---------------------|----------|
| 1. Dr S N Choudhury | Convener |
| 2. Mr Fazlul Karim | Member |
| 3. Mr Biswarup Roy | Member |

RUSA Committee

Functions :-

As per direction of the RUSA and The Govt. of Assam.

The present committee is as follows :-

- | | |
|---------------------------------------|----------|
| 1. Dr S N Choudhury | Convener |
| 2. Mr Jalal Uddin (IQAC Co-Ordinator) | Member |
| 3. Dr Altaf Hussain | Member |
| 4. A S M Sirajul Islam Tapadar | Member |
| 5. Sadiqur Rahman | Member |

Routine Committee

Functions :-

- To make a scientific central routine of the college.
- To make plan for holding maximum possible classes and to get the name of the teachers allotted by the concerned HODs.
- To make the arrangement of the Halls/ Rooms of different Hons. and General classes.

Routine Committee for the session 2021-22 are as follows:-

1. Principal	Chairman
2. Mr A H Laskar (Academic i/c)	Convener
3. Mr Jalal Uddin, IQAC Coordinator	Member
4. Mr Fazlul Karim, TR to GB	Member.
5. Mr Ain Uddin, TR to GB	Member
6. Mr Abdul Munim, HOD, Political Science	Member
7. Mrs Begum Nurun Nahar HOD, Bengali	Member
8. Dr A H Monjurul Haque, HOD, Arabic	Member
9. Mr Biplab Kanti Paul, HOD, Sanskrit	Member
10. DR D H Talukdar, HOD, History	Member
11. Mr Jain Uddin, HOD, Economics	Member
12. Mr Jaynal Hussain, HOD, English	Member

SC/ST Cell

The objective of the cell is to look after the welfare and well being of the SC/ST community students. It provides guidance to the students in availing all the benefits and facilities made available to SC/ST students by the government.

Functions :-

- To deal with the various problems of the students belonging to SC/ ST communities in regards to their academic prosperity.
- To organize different programmes to guide and inspire the students and guardians of SC/ ST communities of the locality for academic as well as all-round achievements in life

SC/ST Cell for the session 2021-22 are as follows:-

1. Dr Reena Roy	CONVENER
2. Mrs Rupali Das	Member
3. Md Imdadul Haque	Member
4. Mr Biplab Kanti Paul	Member
5. Mr Jain Uddin	Member
6. Mr Lutfur Rahman	Member
7. Mr Biswarup Roy	Member

Students' Welfare Committee

Functions :-

- To look after the matters related to the welfare of the students, entertain any application received from the students in regards to their welfare measure and to take all necessary steps if and when required.
- To provide financial support to economically weaker students.
- To organise tutorial classes for the weaker students.

Students' Welfare Committee for the session 2021-22 are as follows :-

1. MR IMDADUL HAQUE CONVENER
2. MR AIN UDDIN MEMBER
3. MR JALAL UDDIN, (Coordinator IQAC) MEMBER.
4. MR. LUTHFUR RAHMAN MEMBER.
5. MR JAYNAL HUSSAIN MEMBER.
6. A S M SIRAJUL ISLAM TAPADAR MEMBER
7. MR ABDUL HANNAN TAPADAR MEMBER
8. DR ANIRVANA DATTA (Progm. Officer, NSS) MEMBER
9. MR BIPLAB KANTI PAUL (NCC Officer) MEMBER
10. KABIR AHMED S R M

Village Adopted Committee

Functions :-

- To take up village development schemes, school adaptation programme, community service and programme related to integration.
- To create awareness on environment, disaster, etc. among the common people.
- To exercise relief work during the time of natural calamities.
- To take up cultural activities.

1.	PRINCIPAL	CHAIRMAN
2.	MR FAZLUL KARIM	CO-ORDINATOR
3.	ALL THE STAFF MEMBERS (T/NT)	MEMBER.
4.	ALL VOLUNTEERS OF NSS UNIT	MEMBERS

Web Monitoring & Updating Committee

Web Monitoring & Updating Committee of Nilambazar College monitors the development, maintenance and updating of college website and admission portal.

Functions :-

- To keep close monitoring of the college website.
- To take steps for keeping website always updated.

Web Monitoring & Updating Committee for the session 2021-22 are as follows:-

- | | |
|----------------------------------------|--------------------|
| 1. MR JALAL UDDIN, (IQAC, Coordinator) | CONVENER. |
| 2. DR ANIRVANA DATTA | JOINT
CONVENER. |
| 3. MR A H LASKAR | MEMBER. |
| 4. DR A H MONJURUL HAQUE | MEMBER |
| 5. MR JAYNAL HUSSAIN | MEMBER |
| 6. MR JAIN UDDIN | MEMBER |
| 7. MR SAMARJIT ROY | MEMBER |

Women Cell

The objective of the cell is to stress upon the development of girls/women in every sphere it follows to create an environment that will help women realise their full potential and give their best.

Functions :-

- To deal with the various problems of the female Faculty/ Staff/ students of the college.
- To organize various programmes/ seminars related to women empowerment.

Women Cell for the session 2021-22 are as follows :-

1. Mrs Rupali Das	Convener
2. Mrs Begum Nurun Nahar	Member
3. Dr Reena Roy	Member
4. Dr Sarbajit Das	Member
5. Mr Abdul Munim	Member
6. Khaleda Begum	S R M



NILAMBAZAR COLLEGE

(PERMANENT AFFILIATED TO ASSAM UNIVERSITY HAVING GOVT. CONCURRENCE)

(RECOGNISED UNDER SECTION 2(f) & 12 (B) OF UGC ACT 1956)

P.O. - Nilambazar, Dist: - Karimganj, Assam - 788722.

Estd: 1994

Email Id. nilambazarcollege@gmail.com

Website: - www.nilambazarcollege.ac.in

Mob.9435596311

Memo No. NBC/21

Date.

NOTICE
08.11.2021

The Internal Quality Assurance Cell (IQAC) of Nilambazar College is revised as per the New Guidelines of UGC / NAAC with the following members:-

1. PRINCIPAL	CHAIRMAN.
2. MR. JALAL UDDIN	CO-ORDINATOR
3. DR ALTAF HUSSAIN	ASSTT. CO-ORDINATOR
4. DR SUMSUN NOOR CHOUDHURY	MEMBER (Teacher)
5. MR ABDUL MUNIM	MEMBER (Teacher)
6. MR A H LASKAR	MEMBER (Teacher)
7. MRS RUPALI DAS	MEMBER (Teacher)
8. DR A H MANJURUL HAUQE	MEMBER (Teacher)
9. DR ANIRVANA DATTA	MEMBER (Teacher)
10. MR JAYNAL HUSSAIN	MEMBER (Teacher)
11. DR SUJIT TIWARI	EXTERNAL EXPERT
12. MR ASHRAFUL NOOR CHOUDHURY	INDUSTRIAL REPRESENTATIVE
13. MR FAZLUL KARIM	MANAGEMENT REPRESENTATIVE
14. MR AZIZUR RAHMAN TALUKDAR	LOCAL SOCIETY REPRESENTATIVE
15. CIRCLE OFFICER, NILAMBAZAR CIRCLE	ADMINISTRATIVE REPRESENTATIVE
16. MR BISWARUP ROY	OFFICE MEMBER
17. KABIR AHMED KHAN	ALUMNI REPRESENTATIVE
18. RUKSANA PARBIN TALUKDAR	STUDENTS REPRESENTATIVE


PRINCIPAL

Principal
Nilambazar College
PO Nilambazar, Dist. Karimganj

NOTICE
08.11.2021

As per decision of the Staff meeting held in the teachers' common room dated 8th November, 2022, it is hereby notified for the information of all concerned that the **Feedback Appraisal Committee** of the college for the academic session 2021-22 is constituted with the following members under the chairmanship of Principal. The members are as follows :-

- | | |
|-----------------------------------------------|----------|
| 1. Principal | Chairman |
| 2. Mr Jalal Uddin, IQAC Coordinator | Member |
| 3. Mr Abdul Munim, HOD, Political Science | Member |
| 4. Mr Abdulla Hussain Laskar, HOD, Philosophy | Member |
| 5. Begum Nurun Nahar HOD, Bengali | Member |
| 6. Dr A H Monjurul Haque, HOD, Arabic | Member |
| 7. Mr Biplab Kanti Paul, HOD, Sanskrit | Member |
| 8. DR D H Talukdar, HOD, History | Member |
| 9. Mr Jain Uddin, HOD, Economics | Member |
| 10. Mr Jaynal Hussain, HOD, English | Member |


Principal

NOTICE
08.11.2021

As per decision of the Staff meeting held in the teachers' common room dated 8th November, 2022, it is hereby notified for the information of all concerned that the **Annual Budget Planning Committee** of the college for the academic session 2021-22 is constituted with the following members under the chairmanship of Principal. The members are as follows :-

- | | |
|---------------------|----------|
| 1. Mr A H Laskar | Convener |
| 2. Dr Altaf Hussain | Member |
| 3. Mr Sibayan Das | Member |


Principal

NOTICE
08.11.2021

As per decision of the Staff meeting held in the teachers' common room dated 8th November, 2022, it is hereby notified for the information of all concerned that the **Equal opportunity Cell** of the college for the academic session 2021-22 is constituted with the following members under the chairmanship of Principal. The members are as follows :-

- | | |
|--------------------------------|----------|
| 1. Mr Nazim Uddin | Convener |
| 2. A S M Sirajul Islam Tapadar | Member |
| 3. Mr Samarjit Roy | Member |
| 4. Ruksana Parbin Talukdar | S R M |


Principal

NOTICE
08.11.2021

It is hereby informed that an Advisory Committee, NCC, Nilambazar College Unit has been constituted under the chairmanship of Principal with the following members for the academic session 2021-22:-

- | | |
|-----------------------------|--------|
| 1. Mr Biplab Kanti Paul | A.N.O. |
| 2. Dr Sumsun Noor Choudhury | Member |
| 3. Md Imdadul Haque | Memer |
| 4. Mr Kabir Ahmed Khan | Member |
| 5. Mrs Begum Nurun Nahar | Member |
| 6. Jaynal Abedin | S R M |


PRINCIPAL

NOTICE
08.11.2021

As per decision of the Staff meeting held in the teachers' common room dated 8th November, 2021, it is hereby notified for the information of all concerned that the **Capacity Building and Skill Enhancement Committee** (Soft Skill, Language, Communication Skill, ICT/Computing Skill) of the college for the academic session 2021-22 is constituted with the following members under the chairmanship of Principal. The members are as follows :-

- | | |
|----------------------|----------|
| 1. Mr Jain Uddin | Convener |
| 2. Dr S N Choudhury | Member |
| 3. Mr Joynal Hussain | Member |


Principal

NOTICE
08.11.2021

It is hereby informed that an Advisory Committee, NSS, Nilambazar College Unit has been constituted under the chairmanship of Principal with the following members for the academic session 2021-22:-

- | | |
|--------------------------------------|--------------------|
| 1. Dr Anirvana Datta | Programme Officer. |
| 2. Dr A H Monjurul Haque | Member |
| 3. Dr Altaf Hussain | Member |
| 4. Mr Fazlul Karim | Member |
| 5. Mr Jalal Uddin (IQAC Coordinator) | Member |
| 6. Mrs Rupali Das | Member |
| 7. Mr Parasar Roy | Member |
| 8. Kismat Sultan | S R M |


PRINCIPAL

NOTICE
08.11.2021

As per decision of the Staff meeting held in the teachers' common room dated 8th November, 2021, it is hereby notified for the information of all concerned that the **Alumni Coordination Committee** of the college for the academic session 2021-22 is constituted with the following members under the chairmanship of Principal. The members are as follows:-

- | | |
|------------------------|----------|
| 1. Dr Sarbajit Das | Convener |
| 2. Mr Kabir Ahmed Khan | Member |
| 3. Mr Jaynal Hussain | Member |


Principal

NOTICE
08.11.2021

It is hereby informed that a Physical Training and Yoga Cell has been constituted under the chairmanship of Principal with the following members for the academic session 2021-22:-

- | | |
|---------------------------------------|-----------|
| 1. Dr Atiqur Rahman | Chairman. |
| 2. Mr Biplab Kanti Paul (NCC Officer) | Convener |
| 3. Mr Rupali Das | Member |
| 4. Mr Jaynal Hussain | Member |
| 5. Mr Samarjit Roy | Member |


Principal

NOTICE
08.11.2021

As per decision of the Staff meeting held in the teachers' common room dated 8th November, 2021, it is hereby notified for the information of all concerned that the **Academic Committee** of the college for the academic session 2021-22 is constituted with the following members under the chairmanship of Principal. The members are as follows:-

- | | |
|----------------------------|-------------------------------|
| 1. Mr. A. H. Laskar | Convener (Academic In-charge) |
| 2. Mr. Jalal Uddin | Member (IQAC Coordinator) |
| 3. Dr. A.H. Monjurul Haque | Member |
| 4. Mrs. B.N. Nahar | Member |
| 5. Mr. Jain Uddin | Member |
| 6. Mr. Jaynal Hussain | Member |
| 7. Dr. D.H. Talukdar | Member |
| 8. Dr. S.N. Choudhury | Member |
| 9. Mr. Abdul Munim | Member |
| 10. Mr.B. K. Paul | Member |
| 11. G.S. (Students Union) | Member |


Principal

অসম বিশ্ববিদ্যালয়
(এক কেন্দ্রীয় বিশ্ববিদ্যালয়)
বিলাসার ৭৮১০১১
অসম, भारत



ASSAM UNIVERSITY

(A Central University)

Tel: 0362-270011

Assam, India

No. AUD-22/2019(Part IV)/770

To

The Principal
Nilambazar College
Nilambazar, Loringari - 788722

Sub. VC's nominee to the Screening cum Evaluation Committee.

Sir,

With reference to your letter No. NRC/101/AUS/CDC/11/215, dated 10.12.2021, I am to inform you that the Hon'ble Vice Chancellor has been pleased to nominate the following members to the Screening cum Evaluation Committee under CAS for promotion of the teachers from stage 1 to II in the Department of Political Science and Sanskrit of your College.

Sl. No.	Department	Subject Experts
1	Political Science	1. Dr. Tenapalli Hari, Dept. of Political Science, AUS 2. Dr. Harsha Srinivas, Dept. of Political Science, AUS
2	Sanskrit	1. Prof. Smigdha Das Roy, Dept. of Sanskrit, AUS 2. Prof. Shanti Pokhrel, Dept. of Sanskrit, AUS

This is for your kind information and necessary action.

Yours faithfully

Gayanta Bhattacharjee
Director, CDC (Vc)

aus/esw/cas/Princ/192
25.1.22

Copy to:

1. PS to VC for kind information of the Vice Chancellor, AUS.
2. Concerned members of the Selection Committee for information.
3. Guard file

18/5/23

Principal
NILAMBAZAR COLLEGE
P.O. Nilambazar, Dist. Kamrup

Director, CDC (Vc)



অসম বিশ্ববিদ্যালয়
(এক কেন্দ্রীয় বিশ্ববিদ্যালয়)
সিলচর - 788011
অসম, ভারত

ASSAM UNIVERSITY
(A Central University)
Silchar - 788011
Assam, India

No. AUD-22/2019(Part-IV)/72B

5th March, 2021

To
✓ The Principal
Nilambazar College
Nilambazar - 788722


Sub. VC's nominee to the Screening cum Evaluation Committee.

With reference to your letter No. NBC/Estt/AUS/CDC/21/117, dt. - 23.02.2021, I am to inform you that the Hon'ble Vice Chancellor has been pleased to nominate the following members to the Screening cum Evaluation Committee under CAS for promotion of teachers from stage I to II in the Department of Bengali and Philosophy of your College.

Sl. No.	Name of Subject	Subject Experts
1.	Bengali	1. Prof. Priya Kanta Nath, Dept. of Bengali, AUS 2. Prof. Bela Das, Dept. of Bengali, AUS
2.	Philosophy	1. Prof. Subhra Nag, Dept. of Philosophy, AUS 2. Prof. A. Nataraju, Dept. of Philosophy, AUS

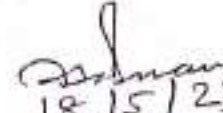
This is for your kind information and necessary action.

Yours faithfully,


(Jayanta Bhattacharjee)
Director (i/c), CDC

Copy to:

1. PS to VC for kind information of the Vice Chancellor, AUS.
2. Concerned members of the Screening cum Evaluation Committee for information.
3. Guard file.


18/5/23
Principal
NILAMBAZAR COLLEGE
P.O. Nilambazar, Dist. Karimganj

Director (i/c), CDC

Estt/AUS/21/62
13.3.2021



NILAMBAZAR COLLEGE

(PERMANENT AFFILIATED TO ASSAM UNIVERSITY HAVING GOVT. CONCURRENCE)
(RECOGNISED UNDER SECTION 2(f) & 12 (b) OF UGC ACT 1956)

P.O. - Nilambazar, Dist: - Karimganj, Assam - 788722.

Estd: 1994

Email Id: nilambazarcollege@gmail.com
Website: - www.nilambazarcollege.com

Contact No. :9435596311/7002798102

Memo No.NBC/AUS/Estt./CAS/22

Date: 24.05.2022

To

Prof. Snigdha Das Roy,
Department of Sanskrit,
Assam University, Silchar

Sub: - Screening cum Evaluation Committee meeting for the promotion of Asstt. Prof. from Stage I to Stage II in the Department of Sanskrit.

Madam,

I have the honour to inform you that you have been nominated by the Vice-Chancellor, Assam University, Silchar as V'C nominee for Screening cum Evaluation Committee under CAS for the promotion of Mrs Rupali Das, Asstt. Prof. from Stage I to Stage II in the Department of Sanskrit, Nilambazar College, Nilambazar. The meeting is scheduled to be held on 25th May, 2022 at 10 AM in the premises of Nilambazar College.

I, therefore, request you kindly to make it convenient to attend the meeting as VC's nominee for the above said purpose.

Your kind co-operation is highly solicited.

Yours faithfully

Principal

Principal

Nilambazar College

P.O. - Nilambazar, Dist. - Karimganj

18/5/22
Principal
NILAMBAZAR COLLEGE
P.O. Nilambazar, Dist. Karimganj

NILAMBAZAR COLLEGE

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Estd: 1994

Email Id. nilambazarcollege@gmail.com/

Website: - www.nilambazarcollege.com

Contact No. :9435596311/7002798102

Memo No.NBC/AUS/Estt./CAS/22

Date: 24.05.2022

To

Prof. Shanti Pokhrel,
Department of Sanskrit,
Assam University, Silchar

Sub: - Screening cum Evaluation Committee meeting for the promotion of Asstt. Prof. from Stage I to Stage II in the Department of Sanskrit.

Sir,

I have the honour to inform you that you have been nominated by the Vice-Chancellor, Assam University, Silchar as VC nominee for Screening cum Evaluation Committee under CAS for the promotion of Mrs Rupali Das, Asstt. Prof. from Stage I to Stage II in the Department of Sanskrit, Nilambazar College, Nilambazar. The meeting is scheduled to be held on 25th May, 2022 at 10 AM in the premises of Nilambazar College.

I, therefore, request you kindly to make it convenient to attend the meeting as VC's nominee for the above said purpose.

Your kind co-operation is highly solicited.

Yours faithfully




Principal

Principal

Nilambazar College

P.O. - Nilambazar, Dist. - Karimganj



18/5/22
Principal

NILAMBAZAR COLLEGE
P.O. Nilambazar, Dist. Karimganj



NILAMBAZAR COLLEGE

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Estd: 1994

Email Id. nilambazarcollege@gmail.com

Website: - www.nilambazarcollege.com

Contact No. 9435596311/7002798102

Memo No.NBC/AUS/Estt./CAS/22

Date: 16.08.2022

To

Dr. Harsha Srinivas,
Department of Political Science,
Assam University, Silchar

Sub: - Screening cum Evaluation Committee meeting for the promotion of Asstt. Prof. from Stage I to Stage II in the Department of Political Science.

Sir,

I have the honour to inform you that you have been nominated by the Vice-Chancellor, Assam University, Silchar as V'C nominee for Screening cum Evaluation Committee under CAS for the promotion of Md Azir Uddin, Asstt. Prof. from Stage I to Stage II in the Department of Political Science, Nilambazar College, Nilambazar. The meeting is scheduled to be held on 22nd August, 2022 at 10 AM in the premises of Nilambazar College.

I, therefore, request you kindly to make it convenient to attend the meeting as VC's nominee for the above said purpose.

Your kind co-operation is highly solicited.

Yours faithfully

Principal

18/5/23
Principal
NILAMBAZAR COLLEGE
P.O, Nilambazar, Dist. Karimganj

Principal
Nilambazar College
P.O. Nilambazar, Dist.- Karimganj

NILAMBAZAR COLLEGE

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Estd: 1994

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Website: - www.nilambazarcollege.com

Contact No. 9435596311/7002798102

Memo No. NBC/AUS/Estt./CAS/22

Date: 16.08.2022

To

Dr. Tenapalli Hari,
Department of Political Science,
Assam University, Silchar

Sub: - Screening cum Evaluation Committee meeting for the promotion of Asstt. Prof. from Stage I to Stage II in the Department of Political Science.

Sir,

I have the honour to inform you that you have been nominated by the Vice-Chancellor, Assam University, Silchar as V'C nominee for Screening cum Evaluation Committee under CAS for the promotion of Md Azir Uddin, Asstt. Prof. from Stage I to Stage II in the Department of Political Science, Nilambazar College, Nilambazar. The meeting is scheduled to be held on 22nd August, 2022 at 10 AM in the premises of Nilambazar College.

I, therefore, request you kindly to make it convenient to attend the meeting as VC's nominee for the above said purpose.

Your kind co-operation is highly solicited.

Yours faithfully



Principal

Principal
Nilambazar College
P.O. Nilambazar, Dist. - Karimganj


18/5/23
Principal
NILAMBAZAR COLLEGE
P.O. Nilambazar, Dist. Karimganj



NILAMBAZAR COLLEGE

(PERMANENT AFFILIATED TO ASSAM UNIVERSITY HAVING GOVT. CONCURRENCE)

(RECOGNISED UNDER SECTION 2(f) & 12 (B) OF UGC ACT 1956)

P.O. - Nilambazar, Dist: - Karimganj, Assam - 788722.

Estd: 1994

Email Id. nilambazarcollege@gmail.com

Website: - www.nilambazarcollege.com

Contact No. .9435596311/7002798102

Memo No.NBC/AUS/Estt./CAS/21

Date: 28.07.2021

To

Prof. Subhra Nag,
Department of Philosophy,
Assam University, Silchar

Sub: - Screening cum Evaluation Committee meeting for the promotion of Asstt. Prof. from Stage I to Stage II in the Department of Philosophy.

Sir,

I have the honour to inform you that you have been nominated by the Vice-Chancellor, Assam University, Silchar as V'C nominee for Screening cum Evaluation Committee under CAS for the promotion of Mr. A.H.Laskar, Asstt. Prof. & Mr. Jalal Uddin, Asstt. Prof. from Stage I to Stage II in the Department of Philosophy, Nilambazar College, Nilambazar. The meeting is scheduled to be held on 4th August, 2021 at 11 AM in the premises of Nilambazar College.

I, therefore, request you kindly to make it convenient to attend the meeting as VC's nominee for the above said purpose.

Your kind co-operation is highly solicited.

Yours faithfully

Principal
Principal

Nilambazar College
P.O. Nilambazar, Dist. - Karimganj

18/5/23
Principal

NILAMBAZAR COLLEGE
P.O. Nilambazar, Dist. Karimganj

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Estd: 1994

Email Id. nilambazarcollge@gmail.com/
Website: - www.nilambazarcollge.com

Contact No. .9435596311/7002798102

Memo No.NBC/AUS/Estt./CAS/21

Date: 28.07.2021

To

Prof. A. Nataraju,
Department of Philosophy,
Assam University, Silchar

Sub: - Screening cum Evaluation Committee meeting for the promotion of Asstt. Prof. from Stage I to Stage II in the Department of Philosophy.

Sir,

I have the honour to inform you that you have been nominated by the Vice-Chancellor, Assam University, Silchar as V'C nominee for Screening cum Evaluation Committee under CAS for the promotion of Mr. A.H.Laskar, Asstt. Prof. & Mr. Jalal Uddin, Asstt. Prof. from Stage I to Stage II in the Department of Philosophy, Nilambazar College, Nilambazar. The meeting is scheduled to be held on 4th August, 2021 at 11 AM in the premises of Nilambazar College.

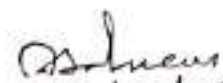
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Your kind co-operation is highly solicited.

Yours faithfully



Principal
Principal
Nilambazar College
P.O. Nilambazar, Dist. - Karimganj


18/5/23
Principal
NILAMBAZAR COLLEGE
P.O. Nilambazar, Dist. Karimganj



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Estd: 1994

Email Id. nilambazarcollege@gmail.com;

Website: - www.nilambazarcollege.com

Contact No. .9435596311/7002798102

Memo No.NBC/AUS/Estt./Apptt./Asstt. Prof./21/159

Date: 06.08.2021

To

Prof. Bela Das,
Department of Bengali,
Assam University, Silchar

Sub: - Screening cum Evaluation Committee meeting for the promotion of Asstt. Prof. from Stage I to Stage II in the Department of Bengali.

Madam,

I have the honour to inform you that you have been nominated by the Vice-Chancellor, Assam University, Silchar as V'C nominee for Screening cum Evaluation Committee under CAS for the promotion of Asstt. Prof. from Stage I to Stage II in the Department of Bengali, Nilambazar College, Nilambazar. The meeting is scheduled to be held on 9th August, 2021 at 11 AM in the premises of Nilambazar College.

I, therefore, request you kindly to make it convenient to attend the meeting as VC's nominee for the above said purpose.

Your kind co-operation is highly solicited.

Yours faithfully,


18/5/23
Principal
NILAMBAZAR COLLEGE
P.O. Nilambazar, Dist. Karimganj


Principal
Principal
Nilambazar College
P.O. Nilambazar, Dist. Karimganj



NILAMBAZAR COLLEGE

(PERMANENT AFFILIATED TO ASSAM UNIVERSITY HAVING GOVT. CONCURRENCE)

(RECOGNISED UNDER SECTION 2(F) & 12 (B) OF UGC ACT 1956)

P.O. - Nilambazar, Dist: - Karimganj, Assam - 788722.

Estd: 1994

Email Id. nilambazarcollege@gmail.com
Website: - www.nilambazarcollege.com

Contact No. 9435596311/7002798102

Memo No.NBC/AUS/Estt./Apptt./Asstt. Prof./21/160

Date: 06.08.2021

To

Prof. Priya Kanta Nath,
Department of Bengali,
Assam University, Silchar

Sub: - Screening cum Evaluation Committee meeting for the promotion of Asstt. Prof. from Stage I to Stage II in the Department of Bengali.

Sir,

I have the honour to inform you that you have been nominated by the Vice-Chancellor, Assam University, Silchar as V'C nominee for Screening cum Evaluation Committee under CAS for the promotion of Asstt. Prof. from Stage I to Stage II in the Department of Bengali, Nilambazar College, Nilambazar. The meeting is scheduled to be held on 9th August, 2021 at 11 AM in the premises of Nilambazar College.

I, therefore, request you kindly to make it convenient to attend the meeting as VC's nominee for the above said purpose.

Your kind co-operation is highly solicited.


18/15/23
Principal
NILAMBAZAR COLLEGE
P.O. Nilambazar, Dist. Karimganj

Yours faithfully


Principal
Nilambazar College
PO - Nilambazar, Dist. - Karimganj



NILAMBAZAR COLLEGE NILAMBAZAR

PO. - NILAMBAZAR, DIST - KARIMGANJ, ASSAM - 788722

ESTABLISHED: 1994

Website: www.nilambazarcollege.ac.in

Email Id- nilambazarcollege@gmail.com



**Perspective Plan
Nilambazar College,
Nilambazar**

Perspective Plan of Nilambazar College

The Institute's Quality Policy is well conveyed from its vision and mission. Perspective Plan is designed in such a manner that this quality policy is driven and deployed during every process. Each process is regularly reviewed by a monitoring mechanism.

PROFILE OF THE COLLEGE

Higher Education mainly in rural areas is important not only for the enhancement of life of the rural community, but also for the overall progress and development of the country. Considering this, one cannot just boast of the highly advanced educational institutions in the urban areas. The progress of Higher Education at the grass root level is also of primary concern. Nilambazar, a famous market based place of Karimganj District where there was no better scope for 10+2 passed students to pursue Higher Education for a long period of time. For this huge number of students especially Girls students of the area found their doors closed for further studies.

By considering this fact and the deep understanding of the situation of the locality in the year 1994 some dedicated philanthropists of the greater Nilambazar area established the Nilambazar College and started the teaching learning process following the course curriculum of Assam University, Silchar in the temporary campus of S.V.Vidyaniketan, Nilambazar, Karimganj. After that on 16th July of 1997 the college shifted to its permanent address which is located at Vill-Bidyanagar near the NH-8.

The college is permanently affiliated to Assam University, Silchar and the core subjects offered by the college are : Arabic, Bengali, Economics, Education, English, History, Philosophy, Political Science, Sanskrit. Out of these subjects Arabic, Bengali, philosophy & Political Science departments have Major Course. The college has been included under sections 2(f) and 12(B) of the UGC Act, 1956. Starting with a few copies of books in its library, the college has now holding of over 6000 collection of Textbooks and Reference books in its Central library and has subscribed many Journals and newspapers. The distance of College is 2 km from Nilambazar Rail Station, 16 km from District head Quarter, 92 km from Airport, Silchar, Cachar, 7 km from International Border with Bangladesh. A well decorated, hygienic canteen is also there in college campus. Since its inception, the college has been rendering quality higher education to the student, following participatory methods in a friendly and learner-centred atmosphere.

Vision

- College offers general education and strives to expand the horizons of mind of the students by qualitative teaching, learning and evaluation.
- Educating large section of rural youth providing an opportunity on socially equitable basis.
- Making the learners intellectually superior and ethically strong.

Mission

- To provide affordable, quality education to a wide cross-section of society without any distinction of caste or creed.
- To provide Higher education to the economically and educationally backward region.
- To develop academic excellence by building competence for community service.
- To foster independent thinking in student by offering academic freedom.
- To enrich and empower all its stakeholders through value based education and positive learning based environment.
- To work for the holistic development and improvement of the students.
- To make the college environment eco-friendly.

Core Values

- Strives for Academic Excellence.
- Social Responsibility.
- Equal Opportunity.
- Creative Thinking.
- Student Focused.
- Eco-friendly Environmental Ethics.

An Introduction to Perspective Plan

Perspective Plan is blueprint of efforts made by the institution to impart quality education and achieve its vision, mission and objectives.

Accordingly, College prepared a short term Perspective plan for 2022-23 along with a five year Perspective Plan.

IQAC is the most prominent administrative body responsible for ensuring

quality assurance and enhancement. It attentively prepared the plan for 2022-23. So while preparing the Perspective Plan, the IQAC of college has taken utmost care that due consideration is given to the requirements of all stakeholders. The IQAC was given the responsibility of review of the Perspective Plan at the end of the academic session.

Governance of the institute

Nilambazar College designs a participatory nature of governance where all the stakeholders can participate actively in smooth running of the administration. It has a Governing Body in which the Principal of the College acts as the Member-Secretary, makes and designs the management policy to attain vision and mission. The IQAC, College Academic Committee, HoDs and Conveners of various Committees/cell play an important role in the decision making process of the institution in planning different policies to achieve the overall goals.

Participation of Teachers in Decision-Making Bodies

Faculty members play a very important role in the decision making process. The Heads of the Departments are the members of various cells/committees which design and implement various policies. Faculty members can also take part in the decision making process through their representatives in the Governing Body, Budget Committee, Purchase Committee, etc. They can also act as conveners and members of various Cells and Committees under IQAC for everyday functioning of the College.

The Functions of Various Cells & Committees

The other committees like IQAC, College Academic Committee, College Development Committee, Purchase Committee, Construction Committee, Examination Cell, Research and Development Cell, College Budget committee, Career Guidance and Placement Cell, Grievance and Redressal Cell, Library



4
Development Committee, etc. take important decisions for the overall development of the college. All the cells and committees also take part in the implementation of the Perspective Plan of the College.



Perspective Plans (Short Term)


Nilambazar College has prepared a short term perspective plan to achieve the vision and mission of the College.

- To improve the current poor infrastructure.
- To equip maximum classrooms with ICT facilities.
- To create a conducive learning environment in the institution.
- To make a Wi-fi free campus.
- To make the College Library initiation for automation of Library
- To inculcate discipline and moral values among the students.
- Academic and Curricular development by using ICT based teaching learning.
- To introduce more Add-on, Value Added and Professional Courses.
- To develop and promote of research and publications.
- Encourage faculty members to participate in FDP, RC, etc.
- Encourage community engagement.
- To Purchase more books and journals for the central library and to take steps for departmental libraries.
- To ensure audio-visual teaching to all departments.

Perspective Plan for five years (long term)

Curricular Aspects :

- To plan an effective mode of delivery of curriculum.
- To enhance the employability of students by imparting value added course to maximum students.
- Defining the program outcomes and course outcomes.

- 5
- 
- Creation of gender sensitization among teachers and students.
 - Planning of project work/fieldwork/internship for varied courses.
 - To introduce multidisciplinary/interdisciplinary courses.

Teaching-learning and Evaluations.

- Review the admission committee to help and monitor the admissions.
- Preparation of use of student centric methods like case studies, surveys, presentations etc. in regular teaching.
- Use of ICT enables tools for the effective teaching learning.
- Motivate the staff to create video materials, coordinate MOOCs courses etc.
- Effective welfare policy to retain the staff in the college.
- To develop a more effective system where in examination related complaints are solved effectively and the system should be time bound and transparent.
- Monitor the attainment of course outcomes and programs outcomes,
- Develop a mechanism to increase the satisfaction ratio in student satisfaction survey.
- More guest lecture will be organized to enable the students to have practical insights into the subjects.
- The college will focus on increasing the use of innovative teaching pedagogy.

Research, Innovations and Extension

- Create facilities to promote a research culture in the college.
- Create an ecosystem for innovation including an incubation center for the creation and transfer of knowledge.
- Organise workshops/seminars on intellectual property rights and industry-academia innovative practices.
- Conduct collaborative activities through research, faculty exchange programs, student exchange programs with institutions and organizations



at national and international level.

- Sign MOU with academic institutions, industries and other agencies of both national and international level.
- Motivate staff to conduct research project with industry or organizations.
- Motivate the staff and students to conduct extension activities under NCC, NSS, Unnat Bharat Abhiyan etc.
- The college will sanction seed money to faculty to carry out minor research projects out of DBT, DST and CE grants.
- College will work with NGOs to extend services to the community.
- The college will join hands with various government bodies in carrying out their social missions.

Infrastructure and Learning Resources

- Upgradation and augmentation of IT infrastructure to promote extensive use of ICT in all academic and administrative affairs.
- Maintain the documents through geo-tagged photos.
- Creation of facilities for cultural activities, sports, yoga centre etc.
- To make library portal more user friendly and to communicate the same with the stakeholders.
- Maintain a budget for purchase of books, e-books, journals and e-journals.
- Motivate the staff and students to increase usage of library and increase the footfalls.
- Supply instruments like web cameras, computers, wifi etc. to the teachers to conduct online classes and practical's comfortably.
- Give remote access to teachers and students with respect to digital library.
- Moving towards paperless office.
- Availability of adequate and secured firefighting facilities.

Student Support and Progression

- Extend benefit of scholarships and freeships to maximum students.



- Increase the number of students getting benefit from scholarships provided by private institutions/organizations and by the parent institute.
- Develop a mechanism for holistic development and progression of students.
- Increase efforts for employment and competitive examinations.
- Motivate alumni to actively participate in college activities and help in increasing the placement of students.
- Increasing activities related to health and hygiene, physical fitness, yoga etc.
- Incorporate career guidance as regular activity in the college.
- Motivate the sports committee to organize inter collegiate sports in the college.
- Increase the numbers of inter-collegiate competitions in the college.
- Strengthen the alumni association of the college.
- Capability Enhancement Programme will be organized by inviting experts from industry to guide the students.

Governance, Leadership and Management

- Communicate the vision and mission of the college with all the stakeholders.
- Motivate the staff and students to attend conferences/workshops at national and international level by providing financial support to the staff.
- Organize faculty development programs for teaching and non-teaching staff of the college. Motivate staff to undergo online or offline Faculty Development Programs related to Orientation programs, induction programs, refreshers courses or any other short term courses.
- Strengthen the performance appraisal system for teaching and non-teaching staff of the college.
- Participate in all the quality assurance initiatives like participation in NIRF, quality audit like ISO etc.

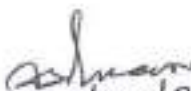


Institutional Values and Best Practices

- To initiate the activities that promote gender activity in the college.
- Develop facilities for alternate sources of energy and energy conservation measures like solar energy, bio-gas plant, sensor based energy conservation etc.
- Develop facilities in the institution to manage degradable and non-degradable waste in the college.
- Develop water conservation facilities like borewell, construction of tanks and bunds, water recycling etc. in the college.
- Take green campus initiatives like ban the use of plastic in college, landscaping etc.
- Develop harmony towards all religion, language, community etc. through diverse activities throughout the year.
- Involve community towards national goals of pesticide free farming.

Conclusion

1. Perspective plan is an important component of the College's strategy development and deployment process.
2. The institution has a well-defined organizational structure with effective processes developed for all its major activities.
3. The institution has an effective online/offline feedback system involving all stakeholders.
4. The institution has a well-defined Quality Policy and deployed with a systems perspective.
5. The institution has an action plan and schedules for its future development.
6. The institution has an effective Grievance and Redressal Cell.
7. The institution has an effective mechanism of internal assessment.


 05/05/23
 Principal
NILAMBAZAR COLLEGE
 P.O. Nilambazar, Dist. Karimganj


 Principal
 Nilambazar College
 Principal
 Nilambazar College
 PO -Nilambazar, Dist. Karimganj



Nilambazar College ,Nilambazar, Karimganj, Assam
(Affiliated to Assam University, Silchar)
PBAS Proforma for Promotion under
CAS (For Assistant Professor Stage II)

PART A

GENERAL INFORMATION AND ACADEMIC BACKGROUND

1. Name (In Block Letter) :
2. Father's Name/ Mother's Name :
3. Department :
4. Educational Qualification :
5. Current Designation & Grade Pay :
6. Date of last Promotion: :
7. Position and Grade Pay for which
applied for under C A S :
8. Date of eligibility for promotion :
9. Date and Place of Birth :
10. Sex :
11. Marital status :
12. Nationality :
12. Indicate whether belong to SC/ST/OBC category :
13. Address of correspondence (with PIN code) :

14. Permanent Address (with PIN code)
15. Telephone No :
16. Email :

17. Academic Qualification (HSLC to Post Graduation)

Examination	Name of Board/Universit y	Year of Passin g	Percentage /Grade	Division/Class /Grade	Subject

18. Research Degree (s)

Degrees	Title	Date of Award	University
M.Phil.	---	----	----
Ph. D. / D. Phil.	---	---	---
D. Sc. / D. Lit.	---	---	---

19. Appointment held prior to joining this Institution: Not appointed earlier.

Designation	Name of Employer	Date of Joining		Salary with Grade	Reason of leaving
		Joining	Leaving		
---	----	-----		-----	-----

20. Post held after appointment at this Institution

Designation	Department	Date of actual joining		Grade
		From	To	

21. Period of teaching experience:

P. G. Classes (in year):

U.G. Classes (in year):

22. Research Experience excluding years spent in M. Phil / Ph. D. (in years):

of Specialization under the Subject / Discipline (if any):

- A (Ancient).

22. Field

a) Group

23. Academic Staff College Orientation/ Refresher Course attended:

Name of the Course	Place	Duration	Sponsoring Agency
Orientation Programme			
Refresher Course			

Counter Signature of the Principal

Signature of the Assistant Professor

PART - B

ACADEMIC PERFORMANCE INDICATORS

Name of the Applicant :
Department :
Designation : :
Name of the College :

CATEGORY I:

TEACHING, LEARNING AND EVALUATION RELATED ACTIVITIES

(From July to December/ 2013)

(i) Lectures, Seminars, Tutorials, Practical, Contact Hours (Semester wise details as per requirement)

Sl. No	Course/ Paper	Level	Mode of teaching	Hours per week allotted	% of classes taken as per document record
1.					
2.					
3.					
4.					
5.					
6.					

		API Score
(a)	Classes Taken (max 50 for 100% performance & proportional score up to 80% performance, below which no score may be given)	
(b)	Teaching Load in excess of UGC norm (max score:10)	
	Total Score	

(ii) Reading/ Institutional material consulted and additional Knowledge resources provided to students

Sl.No	Course/Paper	Consulted	Prescribed	Additional resource provided
1				
2				
3				
4				
5				
6				
API score participatory and imparting of knowledge/instruction as per curriculum & syllabus enrichment by providing additional resources to students (max score:20)				

(iii) Use of participatory and Innovative Teaching-learning Methodologies/Audio-visual teaching aids, Updating of subject Content, Course Improvement etc.

Sl. No.	Short Description	API Score
1		
2		

(iv) Examination Duties Assigned and Performed

Sl. No.	Type of Examination Duties	Duties Assigned	Extent to which carried out %	API Score
1				
2				
3				

This is to certify that, attended all his classes. He gives regular instructions as per curriculum with prescribed materials, syllabus enrichment by providing additional resources to the students. He carried out Semester/Annual Examination work as per duties allotted.

Signature of HOD

CATEGORY- II :

**CO-CURRICULAR, EXTENSION, PROFESSIONAL DEVELOPMENT RELATED
ACTIVITIES**

(From July to December/2013)

Sl. no.	Type of Activities	Average Hrs/week	API Score
(A) Student related co-curricular, extension & field based activities		6 hrs	
1			
2			
3			
Total (Max. 20)			
(B)Contribution to corporate life and Management of the Institution		6 hrs	
1			
2			
3			
Total (Max. 15)			
(C) Professional Development Activities			
1	-----	----	
Total(Max. 15)			
Total Score (A+B+C) (Max. 25)			

(D) Research Guidance

Sl. No.	Number Enrolled	Thesis Submitted	Degree awarded	API Score
M. Phil or equivalent	---	---	---	---
Ph.D. or equivalent	---	---	---	---

(E) (i) Training Courses, Teaching-Learning-Evaluation technology Programmes, Faculty Development Programme (not less than one week duration)

Sl. No.	Programme	Duration	Organized by	API Score
1	-	-	-	-

(E) (ii) Paper presented in Conferences, Seminars, Workshops

Sl. No	Title of the paper presented	Title of the Conference/Seminar	Organized by	Whether International/National/State/Regional/College or University level	API Score
1					

(E) (iii) Invited Lectures and Chairmanships at National or International conferences/seminars etc.

Sl. No.	Title of Lecture/Academic session	Title of Conference/Seminar	Organized by	Whether National/International	API Score
-----	-----	----	----	-----	----

(E) (iv) SUMMARY OF API SCORES

Sl. No.	Criteria	Last Academic Year	Total API Score Assessment period	Annual Average API Score for Assessment Period
1				
2				
3				

PART C:

OTHER RELEVANT INFORMATION

(give detail of any other credential, significant contributions, awards received etc. not mentioned earlier)

Sl. No.	Details (Mention Year, Value etc. where relevant)
---	---

LIST OF ENCLOSURES:

(Please attach, copies of certificates, sanction orders, papers etc. where necessary)

- 1.
- 2.
- 3.

I certify that the information provided is correct as per record available with the college and the documents enclosed along with the duly filled up PBAS Proforma.

Signature of the Faculty with Designation

Place:

Date.....

All the documents submitted by, are verified and found authentic.
The API Scores mentioned above are correct.

Signature of the Principal,

Date:

Convenor, IQAC Cell,

Date:

N.B: The individual PBAS Proforma for CAS promotion duly filled up along with all enclosures will be verified by DPC and shall be placed before the Screening cum Evaluation Committee or Selection Committee for Promotion.

অসম  ৰাজপত্ৰ
THE ASSAM GAZETTE

অসাধাৰণ
EXTRAORDINARY

প্ৰাপ্ত কৰ্তৃত্বৰ দ্বাৰা প্ৰকাশিত

PUBLISHED BY THE AUTHORITY

নং 179 দিশপুৰ, বৃহস্পতিবাৰ, 18 জুন, 2009, 28 জ্যৈষ্ঠ, 1931 (শক)
No.179 Dispur, Thursday, 18th June, 2009, 28th Jyaishta, 1931 (S.E.)

GOVERNMENT OF ASSAM
ORDERS BY THE GOVERNOR
EDUCATION (HIGHER) DEPARTMENT

NOTIFICATION

The 18th June, 2009

No.AHE.331/2008/26.— In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Assam is hereby pleased to make the following rules further to amend the "Assam Non-Government College Management Rule, 2001" hereinafter referred to as the Principal Rules, namely:

- | | |
|------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Short title, extent and Commencement. | 1. (1) These Rules may be called the 'Assam Non-Government College Management (Amendment) Rules, 2009.
(2) They shall come into force on the date of their publication in the Official Gazette.
(3) They shall have extent as the Principal Rules. |
| 2. Amendment of Rule 1. | 1. In Rule 1(i) in the title, after the words "be called the" the words "Assam Provincialised Colleges and" be added.
2. In Rule 1(3) after the words "be applicable to" the words "Assam Provincialised Colleges and" be added. |
| 3. Amendment of Rule 2. | 1. In Rule 2(a) after the words "means a" the words "Provincialised College and" be added.
2. In Rule 2(f) and Rule 2(g) the words "Non-Government" be deleted.
3. In Rule 2(g) the words "Post secondary" be substituted by the words "post senior Secondary". |

4. Amendment of Rule 3. In Rule 3, the words "Non-Government" and the words "to be constituted by the Director" be deleted, Rule 3 be numbered as 3 (1).
5. Amendment of Rule 4.
1. Rule 4 be amalgamated with Rule 3 and numbered as Rule 3 (2). The number of all subsequent Rules be changed accordingly.
 2. (a) In Rule 4(i) (a), after the words "one President" the following words be added "who shall be an eminent person from the field of Education. He shall be appointed by the Director of Higher Education and shall have a term of five years. He shall however continue beyond this period till his successor is appointed. The Director may however remove him before five years for reasons to be recorded in writing".
 - (b) In Rule 4 (i) (d), after the words "the affiliating University concerned" the following words be added "they shall have a term of 3 years. They shall however continue beyond this period till new persons are nominated by the University".
 - (c) Rule 4 (i) (e) and 4 (i) (f) be deleted. They may be substituted with the following rule, numbered as Rule 4 (i) (e) with changes in the numbers of the subsequent clauses "Three guardians of students studying in the college as members. They shall be nominated by the Director, Higher Education. One of them shall be a lady. Their term shall be for three years or till their ward is a student of the college whichever is earlier".
 - (d) Rule 4(3) be deleted.
6. Amendment of Rule 5.
1. In Rule 5 the words "The term of the Governing Body shall be for a period of three years from the date of its constitution. The term may, however, be extended for another period of two years by the Director with prior approval of the State Government" be deleted. They be substituted by the words "The Governing Body shall be a permanent authority. Its members would have tenures as provided. This would, however, not affect the permanent nature of the said body".
 2. In Rule 5 the words "dissolve the Governing Body and constitute a fresh Governing Body thereafter recording" be deleted. They be substituted by the words "suspend a Governing Body and appoint an Administrator, who shall exercise the powers of the Governing Body during the period. The Director shall record".
7. Amendment of Rule 6 & 7.
- In Rules 6 & Rule 7 the words "non Government" be deleted.
8. Amendment of Rule 12.
- In Rule 12 (i) the word "Director" be deleted. It shall be substituted by the following words " appropriate authority as stated in Rule 3".
9. Amendment of Rule 18.
- In Rule 18 the words "No final decision regarding appointment, promotion, suspension, termination, removal or dismissal of teaching & non-teaching staff including that of the Principal or any construction works involving Rs. 1,00,000/- (Rupees One Lakh) or more shall be undertaken by the Governing Body without the prior approval of the Director" be deleted and "Government shall be the Appellate Authority/Forum in case of grievances" be added.

10. Amendment of Rule 19.
1. In the first line of Rule 19 the words "Non Governing" and the words "receiving deficit Grants-in-aid" be deleted.
 2. The following new clause in Rule 19 be inserted as Rule 19 (xiv) :-
"(xiv). To decide on the quantum of tuition fee and any other fund to be charged from the students".
11. Amendment of Rule 21.
1. In rule 21 (i) the words "as well as the State Government to be obtained through the Director with regards to the inclusion of additional subjects, introduction of major course and any existing subject or opening of new faculty and creation of additional post" be deleted and the following words be added after the words "affiliating University concerned" "provided that there is no financial liability for Government."
 2. In Rule 21 (iv) the words "Prescribed by the State Government or with the approval of Director" be deleted.

H. M. CAIRAE,

Principal Secretary to the Government of Assam,
Education (Higher) Department.

GOVT. OF ASSAM
HIGHER EDUCATION DEPARTMENT

No. AHE 331/2008/33

Dated 9th July, 2009

OFFICE MEMORANDUM

The Assam Non-Government College Management Rules, 2001 have been amended by the Assam Non-Government College Management (Amendment) Rules 2009 which have been notified by the Notification No. AHE 331/2008/26 dated 18.06.2009. Apart from other things, this amendment has changed the structure of the Governing Body of Colleges. The Governing Body will no longer have a tenure but would be a permanent body, only its members would have a tenure as laid down. The composition of the Governing Body has also been changed. The Governing Body will now consist of the following:

- (a) One President - who shall be an eminent person from the field of Education, to be appointed by the Director, Higher Education for a term of 5 (five) years.
- (b) One Secretary, the Principal of the College shall be the ex-officio Secretary of the Governing Body; provided that if circumstances so demand, the Director may nominate the Vice-Principal or the senior most members from the teaching staff of the college to act as the Secretary in lieu of the Principal of the College, for a period of six months, and beyond that period with the State Government's prior approval.
- (c) Vice-Principal – Ex-Officio Members.
- (d) Two Members to be nominated by the affiliating University concerned who shall have a tenure of 3 (three) years but would continue beyond this period till new persons are nominated by the University.
- (e) Three Members who are the guardians of the students studying in the College, one of whom shall be a lady. They shall be nominated by the Director, Higher Education and shall have a term of three years or till their wards is a student of the College, whichever is earlier.
- (f) Two teachers to be elected annually by the teachers from amongst themselves for a period of one year. Provided that the teachers so elected shall not be eligible for being re-elected for the third successive term.
- (g) One member from the non-teaching staff to be nominated by the Principal annually from the date of constitution of the Governing Body.
- (h) Except in cases where there is a life member in Governing Body in pursuant to any agreement to the effect, the donors providing Rs. 50,000/- or more shall elect one member among themselves to the Governing Body for a period of one year.

In view of these amendments the Governing Body of all Provincialised and Non-Government Colleges to which these Rules apply, are dissolved with immediate effect. They shall, however, continue to discharge their functions till a new President of the Governing Body is appointed or for three months, whichever is earlier.

The members nominated by the University, elected by the teachers and non-teaching staff nominated, would continue to remain in the new Governing Body till their term is over as per these Rules.

This order will not be applicable to Colleges where there is a judicial order or contrary.

Sd./- Illegible

(H. M. Cairae)
Principal Secretary, Higher Education
Department.

No. AHE 331/2008/33 – A

Date 9th July, 2009.

Copy to :

1. Principal Secretary to Hon'ble Chief Minister, Assam
2. P.S. to Minister, Higher Education.
3. S.O. to Chief Secretary, Assam.
4. The Director, Higher Education Assam Kahilipara 200 copies of Gazette Notification are enclosed for immediate circulation amongst the Principals of Provincialised Colleges of Assam.
5. P. S. to Parliamentary Secretary, Education Deptt.

By orders etc.,

Sd./- Illegible

Deputy Secretary to the Govt. of Assam
Higher Education Department

GOVERNMENT OF ASSAM
HIGHER EDUCATION DEPARTMENT
DISPUR GUWAHATI-6

No.AHE.331/2008/51

Dated Dispur the 30th August, 2013.

From : Shri R. Hazarika, ACS,
Deputy Secretary to the Govt. of Assam,
Higher Education Department

To ✓ : The Director of Higher Education, Assam,
Kahilpara, Guwahati-19.

Sub : Strengthening of Governing Body of Provincialised College by inclusion of Public representative as special invitee.

Sir,

You are aware that infrastructure in the Provincialised Colleges of the State have to be strengthened and augmented. You are also aware that academic environment and general administration of a College including maintenance of proper social responsibilities is a mandatory requirement of the College.

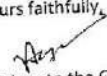
With a view to achieve these objectives, it is felt that public representatives that is the MLAs can play a very important role in this regard. The MLAs can also provide lot of financial and other assistance to the College authority from many other available and untapped sources.

In view of the above, the State Govt. has decided that the Director of Higher Education should request all the president of the Governing Bodies of the Provincialised Colleges to invite the local MLA to participate in the Governing Body meetings as a permanent special invitee.

The Governing Bodies' presidents may also be requested to seek all possible assistance including financial aids wherever necessary from untapped sources and other resources within the discretion of the MLAs.

Further, a proposal to be sent at the earliest for amendment of the relevant rules (Assam Non-Govt. College Management Rules, 2009) for effecting the modifications in the formation of the Governing Bodies with induction of public representatives as full time member.

Yours faithfully,


Deputy Secretary to the Govt. of Assam,
Higher Education Department



GOVERNMENT OF ASSAM
HIGHER EDUCATION DEPARTMENT
DISPUR::GUWAHATI-6

NO.AHE 452/2013/6

Dated Dispur the 19th Sept. 2013.

From : Shri R. Hazarika, ACS,
Deputy Secretary to the Govt. of Assam,
Higher Education Department

To : The Director of Higher Education, Assam,
Kahilipara, Guwahati-19.

Sub : Representation of Non teaching staffs in Governing Bodies.

Sir,

You are aware that proper representation of all stake holders in college G.Bs are highly essential. You are also aware that academic environment and general administration of a college including maintenance of proper social responsibilities are mandatory requirements of the college.

With a view to achieve these objectives, there is a provision for nomination of Non teaching employee's representative in the college G.B.

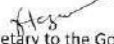
As per the existing rules in Provincialised colleges, the Principals have been empowered to nominate member of non teaching employees to the Governing Bodies.

In order to make the above process more democratic the state Govt. has decided to allow the non teaching Employees of a particular college to elect their representative to the respective G.Bs doing away with the existing provision of nomination by the principal.

You are, therefore, requested to take necessary action for an administrative order accordingly.

Further, a proposal to be sent at the earliest for amendment of the relevant rules (Assam Non- Govt. College Management Rules, 2009) for effecting the modifications in the formation of the Governing Bodies as per the above process.

Yours faithfully,


Deputy Secretary to the Govt. of Assam,
Higher Education Department

GOVERNMENT OF ASSAM
OFFICE OF THE DIRECTOR OF HIGHER EDUCATION, ASSAM
KAHILIPARA:.....GUWAHATI-781 019

No.G(B) Misc.147/2014/18

Dated Kahilipara, the 29-11-2014

From:- Sri P. Jidung, *M.A., M.Phil., B.Ed.*
Director, Higher Education, Assam
Kahilipara, Guwahati-19.

To:- The Principal (all)
..College/ Mahavidyalaya
P.O.District....


Sub:- Office Memorandum.

Ref.:- Govt. O.M. No.AHE.331/2008/52, dated 05-11-2014.

Sir,

In inviting a reference to the subject cited above, I would like to forward herewith a Govt. O.M. No.AHE.311/2008/52, dated 05-11-2014 regarding constituting the structure of the Governing Bodies of colleges for taking necessary action from your end.


Yours faithfully


Director, Higher Education, Assam
Kahilipara, Guwahati-19.

Dated Kahilipara, the 29-11-2014

Memo No.G(B) Misc.147/2014/18-A
Copy to :

- 1) The Commissioner and Secretary to the Govt. of Assam, Education (Higher) Department, Dispur, Guwahati-6 for favour of kind information.
- 2) Guard file.


Director, Higher Education, Assam
Kahilipara, Guwahati-19.

GOVERNMENT OF ASSAM
HIGHER EDUCATION DEPARTMENT
DISPUR : GUWAHATI-6

No.AHE.331/2008/52

Dated Dispur the 5th November 2014.

OFFICE MEMORANDUM

In partial modification of the earlier O.M. No.AHE.331/2008/33 dated 09-07-2009, the following terms and condition are added and modified regarding constituting the structure of the Governing Bodies of Colleges.

Henceforth, (1) (i) Retired Principal from a College shall not be considered for appointment as a President of Governing Body in the same College, unless a minimum of 5 (five) years have elapsed since his/her date of retirement.

(ii) No faculty member either retired or in service shall be considered for appointment as a President of Governing Body in the same College, unless a minimum of 5(five) years have elapsed from the date of retirement.

(2) President of Governing Body of a College who have completed a term of 5 years shall not be considered to be nominated as President of Governing Body for the second continuous term.

However, for any valid reason or if, circumstances demand otherwise, the Director of Higher Education, Assam shall submit a proposal for relaxation of above conditions with the details to the State Govt. i.e. the Higher Education Department may consider such cases on special ground if considered necessary in interest of the College.

All other terms and conditions as laid down in the earlier Govt. O.M. No.AHE.331/2008/33 dated 09-07-2009 will remain same.

Sd/-(H. K. Sharma, IAS)
Commissioner & Secretary to the Govt. of Assam,
Higher Education Department

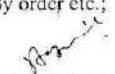
Memo No.AHE.331/2008/52-A

Dated Dispur the 5th November 2014.

Copy to :

1. Principal Secretary to Hon'ble Chief Minister, Assam, Dispur, Guwahati-6.
2. P.S. To the Hon'ble Education Minister, Assam, Dispur, Guwahati-6.
3. Addl. Chief Secretary to the Govt. of Assam, Education Department, Dispur, Guwahati-6.
- ✓ 4. The Director of Higher Education, Assam, Kahilipara, Guwahati-19. He is directed to circulate amongst the Principal of Provincialised Colleges of Assam immediately.

By order etc.;


Deputy Secretary to the Govt. of Assam,
Higher Education Department

GOVERNMENT OF ASSAM
OFFICE OF THE DIRECTOR OF HIGHER EDUCATION, ASSAM
KAHILIPARA, GUWAHATI-19.

No. G(B)AC/95/2015/13

Dated Kahilipara, the 30-08-2016

From:- Sri P. Jidung, M.A., M.Phil, L.L.B., AES
Director of Higher Education, Assam
Kahilipara, Guwahati-19.

To,
The Principal (All),
..... College.

Sub: Regarding financial transaction of Provincialized Colleges of Assam.

Ref: This office letter No. G(B)AC/95/2015/6, dated 17-09-2015.

Sir,

In partial modification of this office letter cited under reference, I would like to state that the Presidents of the Governing Body of Colleges are respected and leading citizens for which it would be unfair to give them signing of the Checkbook etc.

Therefore, all the Presidents of the Governing Body of Provincialized Colleges are hereby relieved from the burden of financial transaction of Colleges.

Henceforth, the matter of financial transaction would be solely operated by the Principals of all Colleges in the capacity as D.D.O.

In case of newly provincialized Colleges wherein the post of Principal is not yet to be sanctioned/ provincialized but the senior most Assistant Professor is allowed to act as D.D.O., they are allowed to act as single signatory for all proposes relating to their College.

The matter may be treated as "Most Urgent".

Yours faithfully



Director of Higher Education, Assam
Kahilipara, Guwahati-19.

Dated Kahilipara, the 30-08-2016

Memo No. G(B)AC/95/2015/13 -A

Copy to:

- 1) The Secretary to the Govt. of Assam, Education (Higher) Department, Dispur, Guwahati-6.
- 2) The P.S. to the Hon'ble Minister Education, Assam, Dispur, Guwahati-6, for kind appraisal of the Hon'ble Minister Education, Assam.
- 3) The Treasury officer (all).
- 4) The President, Governing Body (all) Provincialized Colleges.
- 5) The ACB Branch of this Directorate.
- 6) Guard file.



Director of Higher Education, Assam
Kahilipara, Guwahati-19

GOVERNMENT OF ASSAM
OFFICE OF THE DIRECTOR OF HIGHER EDUCATION, ASSAM,
KAHILIPARA, GUWAHATI-19.

No.G(B)AC/95/2015/6 Dated Kahilipara, the 17th September,2015
From:- Sri P. Jidung, M.A., M.Phil, L.L.B., A.B.S.
Director of Higher Education, Assam
Kahilipara, Guwahati-19.

To, 1) The President of Governing Body..... College.
2) The Principal Assam
P.O.:..... District

Sub: Financial Transaction of Provincialized Colleges of Assam.

Ref.:- This office Letter No.G(B)AC/95/2015/3, dated 27-04-2015,
Govt. Letter No.AHE.185/2015/2, dated 23-04-2015 and
Govt. letter No.AHE.185/2015/5, dated 11-08-2015.

Sir/Madam,

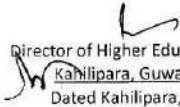
With reference to the subject cited above and in continuation to this office letter G(B)AC/95/2015/3, dated 27-04-2015 and Govt. letters No. AHE.185/2015/2, dated 23-04-2015, it is clarified that in respect of those provincialized Colleges where the post of Principal is lying vacant and the Senor most Faculty member is acting as the D.D.O., financial transaction on behalf of the Principal may be carried on by the said authorized D.D.O.

It is further clarified that where the Principal of the College and Governing Body President are co-signatories in the financial matters both the President and the Principal (the DDO, where the Principal is not there) will be jointly and severly responsible and accountable for all cases of financial dealings so conducted.

You are, therefore, directed to follow the aforesaid instructions strictly with immediate effect. Otherwise, strict disciplinary actions will be initiated.

This issues on the strength of the Govt. instruction vide letter No.AHE.185/2015/5, dated 11-08-2015.

Yours faithfully



Director of Higher Education, Assam
Kahilipara, Guwahati-19.

Dated Kahilipara, the 17th September,2015

Memo No.G(B)AC/95/2015/6-A

Copy to:-

1. The Commissioner and Secretary to the Govt. of Assam, Higher Education Department, Dispur, Guwahati-06.
2. P.S. to the Hon'ble Minister, Education, Assam, for the kind appraisal of the Hon'ble Minister, Education, Assam.
3. The Sr. F.A.O. O/O the Director, Higher Education, Assam, Kahilipara, Guwahati-19 for information.
4. All officers of this Directorate.
5. The Registrar of this Directorate.
6. All Branch Superintendents of this Directorate.
7. The Guard file.


Inspector of Colleges, Assam
O/O the Director of Higher Education, Assam
Kahilipara, Guwahati-781019.

GOVERNMENT OF ASSAM
HIGHER EDUCATION DEPARTMENT
DISPUR :::: GUWAHATI-6

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No. AHE.185/2015/5

Dated August 11, 2015

From : Shri P.K. Borthakur, IAS
Principal Secretary, Higher Education
Govt. of Assam, Dispur.

To : ✓ Shri P. Jidung
Director of Higher Education, Assam
Kahilipapra, Guwahati-19

Sub : **Financial transactions of the provincialized colleges of Assam**

Ref : 1) Your letter No. G(B)AC/95/2015/4, dated 29th April, 2015
2) Petition submitted by Assam College Principals' Council to
Hon'ble Minister, Education - dated 9-5-2015.

Sir,

In inviting a reference to the above, it is clarified that in respect of those provincialized colleges where the post of Principal is lying vacant and the senior most qualified faculty member is acting as the DDO, financial transactions on behalf of the Principal may be carried on by the said authorised DDO.

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17/8

It is further clarified that where the Principal of the college and GB President are co-signatories in the financial matters of the colleges, both the President and the Principal (The DDO, where the Principal is not there) ~~will~~ be jointly and severally responsible and accountable for all cases of financial dealings so conducted. You may take further necessary actions on the matter accordingly.

3/8
17/8/15

Yours faithfully,

Principal Secretary,
Higher Education Department
Govt. of Assam

3/5
13/8/15

Memo No. AHE.185/2015/5-A

Dated August 11, 2015

Copy to :

- 1) PS to Hon'ble Minister, Education for kind information of Hon'ble Minister
- 2) Dr. Balendra Kr. Das, President, Assam College Principals' Council, Paschim Guwahati Mahavidyalaya, Dharapur, Guwahati - 781017

Principal Secretary,
Higher Education Department
Govt. of Assam

GOVERNMENT OF ASSAM
OFFICE OF THE DIRECTOR OF HIGHER EDUCATION, ASSAM,
KAHILPARA, GUWAHATI-19.

No. G(B)AC/95/2015/3

Dated Kahilpara, the 27th Apr./2015

From :- Shri P. Jidung, *M.A. M. Phil., LL B., A.E.S.*
Director of Higher Education, Assam,
Kahilpara, Guwahati-19.

To, 1. President of Governing Body.....College.
2. The Principal..... College, Assam
P.ODist:.....

Sub :- Financial Transaction of Provincialised colleges of Assam.

Ref :- Govt. letter No. AHE.185/2015/2 Dtd:- 23rd April/2015.

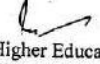
Sir/Madam,

With reference to the subject cited above, I would like to say that all Financial Transactions of Provincialised colleges will jointly be operated by the President of Governing Body and the Principal of respected colleges.

You are therefore directed to follow the aforesaid instruction strictly with immediate effect.

This issues on the strength of the Govt. instruction vide letter No. AHE.185/2015/2 Dtd:- 23rd April/2015 under reference.


Yours Faithfully,


Director, Higher Education, Assam,
Kahilpara, Guwahati-19.

Memo No. G(B)AC/95/2015-A
Copy to :-

Dated Kahilpara, the 27th April/2015.

1. The P.S to Hon'ble Minister, Education, Assam for kind appraisal of the Hon'ble Minister.
2. The Commissioner & Secretary to the Govt. of Assam, Education (Higher) Department, Dispur, Guwahati-6 for information with reference to Govt. letter No. AHE.185/2015/2 Dtd:- 23/4/2015.
3. The Sr. FAO, O/o the D.H.E., Assam.
4. The Registrar, O/o the D.H.E., Assam.
5. The Asstt. Director I/C of Planning Branch, O/o the D.H.E., Assam


Director, Higher Education, Assam,
Kahilpara, Guwahati-19.


भारत का राजपत्र
The Gazette of India

असाधारण

EXTRAORDINARY

भाग III—खण्ड 4

PART III—Section 4

प्राधिकार से प्रकाशित

PUBLISHED BY AUTHORITY

सं. 2711]

नई दिल्ली, बुधवार, जुलाई 18, 2018/आषाढ़ 27, 1940

No. 2711]

NEW DELHI, WEDNESDAY, JULY 18, 2018/ASHADHA 27, 1940

विश्वविद्यालय अनुदान आयोग

अधिसूचना

नई दिल्ली, 18 जुलाई, 2018

विश्वविद्यालय अनुदान आयोग (विश्वविद्यालय और महाविद्यालयों में शिक्षकों और अन्य शैक्षिक कर्मचारियों की नियुक्ति हेतु न्यूनतम अर्हता तथा उच्चतर शिक्षा में मानकों के रखरखाव हेतु अन्य उपाय संबंधी विनियम, 2018

सं. एफ. 1-2/2017 (ईसी/पीएस).—विश्वविद्यालय अनुदान आयोग अधिनियम, 1956 (1956 का 3) की धारा 14 के साथ पठित धारा 26 की उपधारा (झ) के खंड (ड.) और (छ) के तहत प्रदत्त शक्तियों का प्रयोग करते हुए तथा 'विश्वविद्यालय अनुदान आयोग (विश्वविद्यालय और महाविद्यालयों में शिक्षकों और अन्य शैक्षिक कर्मचारियों की नियुक्ति हेतु न्यूनतम अर्हता तथा उच्चतर शिक्षा में मानकों के रखरखाव हेतु अन्य उपाय संबंधी विनियम, 2018' (विनियम सं. एफ 3-1/2009 दिनांक 30 जून, 2010) तथा समय-समय पर इनमें किए गए सभी संशोधनों का अधिग्रहण करते हुए, विश्वविद्यालय अनुदान आयोग, एतद्वारा निम्नलिखित विनियमों को तैयार करता है, नामतः—

1. लघु शीर्षक, अनुप्रयोग एवं प्रवर्तन:

- 1.1 इन विनियमों को विश्वविद्यालय अनुदान आयोग (विश्वविद्यालय और महाविद्यालयों में शिक्षकों और अन्य शैक्षिक कर्मचारियों की नियुक्ति हेतु न्यूनतम अर्हताएं तथा उच्चतर शिक्षा में मानकों के रखरखाव हेतु उपाय) संबंधी विनियम, 2018 कहा जाएगा।
- 1.2 ये विनियम विश्वविद्यालय अनुदान आयोग अधिनियम, 1956 की धारा 2 के खंड (झ) के तहत संबंधित विश्वविद्यालय के साथ परामर्श कर किसी केन्द्रीय अधिनियम, प्रांतीय अधिनियम, अथवा किसी राज्य अधिनियम के द्वारा स्थापित अथवा निर्गमित प्रत्येक विश्वविद्यालय, आयोग द्वारा मान्यता प्राप्त संपाटित अथवा संबद्ध महाविद्यालय सहित प्रत्येक संस्थान और उक्त अधिनियम की धारा 3 के अंतर्गत प्रत्येक सम विश्वविद्यालय संस्थान पर लागू होंगे।
- 1.3 यह विनियम अधिसूचित किए जाने की तिथि से लागू होंगे।
2. उच्चतर शिक्षा में मानकों को बनाए रखने के एक उपाय के रूप में विश्वविद्यालय और महाविद्यालय शिक्षकों, पुरतकाध्यक्षों और निदेशक, शारीरिक शिक्षा और खेलकूद की नियुक्ति और अन्य सेवा शर्तों की न्यूनतम अर्हताएं इन विनियमों के अनुबन्ध में दी जाएगी।
3. यदि कोई विश्वविद्यालय इन विनियमों के उपबन्धों का उल्लंघन करता है तो ऐसे उल्लंघन किए जाने अथवा इस प्रकार उपबन्धों का पालन करने में असफल रहने पर उक्त विश्वविद्यालय द्वारा दिया गया कारण, यदि कोई हो, पर विचार करते हुए आयोग, अपनी विधियों में से विश्वविद्यालय को प्रदान किए जाने वाले प्रस्तावित अनुदानों को रोक सकता है।

UNIVERSITY GRANTS COMMISSION

NOTIFICATION

New Delhi, the 18th July, 2018

UGC REGULATIONS ON MINIMUM QUALIFICATIONS FOR APPOINTMENT OF TEACHERS AND OTHER ACADEMIC STAFF IN UNIVERSITIES AND COLLEGES AND MEASURES FOR THE MAINTENANCE OF STANDARDS IN HIGHER EDUCATION, 2018

No. F.1-2/2017(EC/PS).—In exercise of the powers conferred under clause (c) and (g) of sub-section(I) of Section 26 read with Section 14 of the University Grants Commission Act, 1956 (3 of 1956), and in supersession of the "UGC Regulations on Minimum qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010" (Regulation No.F.3-1/2009 dated 30th June, 2010) together with all amendments made therein from time to time, the University Grants Commission, hereby, frames the following Regulations, namely:-

1. Short title, application and commencement:

- 1.1 These Regulations may be called the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2018.
- 1.2 These shall apply to every University established or incorporated by or under a Central Act, Provincial Act or a State Act, every Institution including a Constituent or an affiliated College recognized by the Commission, in consultation with the University concerned under Clause (i) of Section 2 of the University Grants Commission Act, 1956 and every Institution deemed to be a University under Section 3 of the said Act.
- 1.3 These shall come into force from the date of notification.
2. The Minimum Qualifications for appointment and other service conditions of University and College teachers, Librarians, and Directors of Physical Education and Sports as a measure for the maintenance of standards in higher education, shall be as provided in the Annexure to these Regulations.
3. If any University contravenes the provisions of these Regulations, the Commission after taking into consideration the cause, if any, shown by the University for such failure or contravention, may withhold from the University, the grants proposed to be made out of the Fund of the Commission.

UGC REGULATIONS ON MINIMUM QUALIFICATIONS FOR APPOINTMENT OF TEACHERS AND OTHER ACADEMIC STAFF IN UNIVERSITIES AND COLLEGES AND OTHER MEASURES FOR THE MAINTENANCE OF STANDARDS IN HIGHER EDUCATION, 2018**Minimum qualifications for the posts of Senior Professor, Professors and Teachers, and other Academic Staff in Universities and Colleges and revision of pay scales and other Service Conditions pertaining to such posts.****1.0 Coverage**

These Regulations are issued for minimum qualifications for appointment and other service conditions of University and College teachers and cadres of Librarians, Directors of Physical Education and Sports for maintenance of standards in higher education and revision of pay-scales.

- 1.1 For the purposes of direct recruitment to teaching posts in disciplines relating to university and collegiate education, interalia in the fields of health, medicine, special education, agriculture, veterinary and allied fields, technical education, teacher education, norms or standards laid down by authorities established by the relevant Act of Parliament under article 246 of the Constitution for the purpose of co-ordination and determination of standards in institutions for higher education or research and scientific and technical institutions, shall prevail
 - i. Provided that where no such norms and standards have been laid down by any regulatory authority, UGC Regulations herein shall be applicable till such time as any norms or standards are prescribed by the appropriate regulatory authority.
 - ii. Provided further that for appointment to the post of Assistant Professor and equivalent positions pertaining to disciplines in which the National Eligibility Test (NET), conducted by the University Grants Commission or Council of Scientific and Industrial Research as the case may be, or State level

Eligibility Test (SLET) or the State Eligibility Test (SET), conducted by bodies accredited by the UGC for the said purpose, qualifying in NET/SLET/SET shall be an additional requirement.

1.2 Every university or institution deemed to be University, as the case may be, shall as soon as may be, but not later than within six months of the coming into force of these Regulations, take effective steps for the amendment of the statutes, ordinances or other statutory provisions governing it, so as to bring the same in accordance with these Regulations.

2.0 **Pay Scales, Pay Fixation, and Age of Superannuation**

Pay scales as notified by the Government of India from time to time will be adopted by the University Grants Commission.

2.1 Subject to the availability of vacant positions and fitness, teachers such as Assistant Professor, Associate Professor, Professor and Senior Professor only, may be re-employed on contract appointment beyond the age of superannuation, as applicable to the concerned University, college and Institution, up to the age of seventy years.

Provided further that all such re-employment shall be strictly in accordance with the guidelines prescribed by the UGC, from time to time.

2.2 **The date of implementation of the revision of pay shall be 1st January, 2016.**

3.0 **Recruitment and Qualifications**

3.1 The direct recruitment to the posts of Assistant Professor, Associate Professor and Professor in the Universities and Colleges, and Senior Professor in the Universities, shall be on the basis of merit through an all-India advertisement, followed by selection by a duly-constituted Selection Committee as per the provisions made under these Regulations. These provisions shall be incorporated in the Statutes/Ordinances of the university concerned. The composition of such a committee shall be as specified in these Regulations.

3.2 The minimum qualifications required for the post of Assistant Professor, Associate Professor, Professor, Senior Professor, Principal, Assistant Librarian, Deputy Librarian, Librarian, Assistant Director of Physical Education and Sports, Deputy Director of Physical Education and Sports and Director of Physical Education and Sports, shall be as specified by the UGC in these Regulations.

3.3

I. The National Eligibility Test (NET) or an accredited test (State Level Eligibility Test SLET/SET) shall remain the minimum eligibility for appointment of Assistant Professor and equivalent positions wherever provided in these Regulations. Further, SLET/SET shall be valid as the minimum eligibility for direct recruitment to Universities/Colleges/Institutions in the respective state only.

Provided that candidates who have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulation, 2009, or the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulation, 2016, and their subsequent amendments from time to time, as the case may be, shall be exempted from the requirement of the minimum eligibility condition of NET/SLET/SET for recruitment and appointment of Assistant Professor or any equivalent position in any University, College or Institution.

Provided further that the award of degree to candidates registered for the M.Phil./Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institutions awarding the degree. All such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions subject to the fulfillment of the following conditions:

- a) The Ph.D. degree of the candidate has been awarded in regular mode only;
- b) The Ph.D. thesis has been awarded by at least two external examiners;
- c) An open Ph.D. viva voce of the candidate has been conducted;
- d) The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;
- e) The candidate has presented at least two papers, based on his/her Ph.D. work in conferences/seminars sponsored/funded/supported by the UGC/ ICSSR/CSIR or any similar agency.

The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

- II.** The clearing of NET/SLET/SET shall not be required for candidates in such disciplines for which NET/SLET/SET has not been conducted.
- 3.4** A minimum of 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed) at the Master's level shall be the essential qualification for direct recruitment of teachers and other equivalent cadres at any level.
- I.** A relaxation of 5% shall be allowed at the Bachelor's as well as at the Master's level for the candidates belonging to Scheduled Caste/Scheduled Tribe/Other Backward Classes (OBC)(Non-creamy Layer)/Differently-abled (a) Blindness and low vision; (b) Deaf and Hard of Hearing; (c) Locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid-attack victims and muscular dystrophy; (d) Autism, intellectual disability, specific learning disability and mental illness; (e) Multiple disabilities from amongst persons under (a) to (d) including deaf-blindness) for the purpose of eligibility and assessing good academic record for direct recruitment. The eligibility marks of 55% marks (or an equivalent grade in a point scale wherever the grading system is followed) and the relaxation of 5% to the categories mentioned above are permissible, based only on the qualifying marks without including any grace mark procedure.
- 3.5.** A relaxation of 5% shall be provided, (from 55% to 50% of the marks) to the Ph.D. Degree holders who have obtained their Master's Degree prior to 19 September, 1991.
- 3.6** A relevant grade which is regarded as equivalent of 55%, wherever the grading system is followed by a recognized university, at the Master's level shall also be considered valid.
- 3.7** The Ph.D. Degree shall be a mandatory qualification for appointment and promotion to the post of Professor.
- 3.8** The Ph.D. Degree shall be a mandatory qualification for appointment and promotion to the post of Associate Professor.
- 3.9** The Ph.D. Degree shall be a mandatory qualification for promotion to the post of Assistant Professor (Selection Grade/Academic Level 12) in Universities.
- 3.10** The Ph.D. Degree shall be a mandatory qualification for direct recruitment to the post of Assistant Professor in Universities with effect from 01.07.2021.
- 3.11** The time taken by candidates to acquire M.Phil. and / or Ph.D. Degree shall not be considered as teaching/ research experience to be claimed for appointment to the teaching positions. Further the period of active service spent on pursuing Research Degree simultaneously with teaching assignment without taking any kind of leave, shall be counted as teaching experience for the purpose of direct recruitment/ promotion. Regular faculty members upto twenty per cent of the total faculty strength (excluding faculty on medical / maternity leave) shall be allowed by their respective institutions to take study leave for pursuing Ph.D. degree.
- 3.12** **Qualifications:**
No person shall be appointed to the post of University and College teacher, Librarian or Director of Physical Education and Sports, in any university or in any of institutions including constituent or affiliated colleges recognised under clause (f) of Section 2 of the University Grants Commission Act, 1956 or in an institution deemed to be a University under Section 3 of the said Act if such person does not fulfil the requirements as to the qualifications for the appropriate post as provided in the Schedule 1 of these Regulations.
- 4.0** **Direct Recruitment**
- 4.1** **For the Disciplines of Arts, Commerce, Humanities, Education, Law, Social Sciences, Sciences, Languages, Library Science, Physical Education, and Journalism & Mass Communication.**
- I. Assistant Professor:**
- Eligibility (A or B) :**
- A.**
- i) A Master's degree with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) in a concerned/relevant/allied subject from an Indian University, or an equivalent degree from an accredited foreign university.

- ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC or the CSIR, or a similar test accredited by the UGC, like SLET/SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be exempted from NET/SLET/SET :

Provided, the candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/Bye-laws/Regulations of the Institution awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions subject to the fulfilment of the following conditions :-

- a) The Ph.D. degree of the candidate has been awarded in a regular mode;
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) An open Ph.D. viva voce of the candidate has been conducted;
- d) The Candidate has published two research papers from his/her Ph.D. work, out of which at least one is in a refereed journal;
- e) The candidate has presented at least two papers based on his/her Ph.D work in conferences/seminars sponsored/funded/supported by the UGC / ICSSR/ CSIR or any similar agency.

The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

Note: NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC, like SLET/SET.

OR

- B. The Ph.D degree has been obtained from a foreign university/institution with a ranking among top 500 in the World University Ranking (at any time) by any one of the following: (i) Quacquarelli Symonds (QS) (ii) the Times Higher Education (THE) or (iii) the Academic Ranking of World Universities (ARWU) of the Shanghai Jiao Tong University (Shanghai).

Note. The Academic score as specified in Appendix II (Table 3A) for Universities, and Appendix II (Table 3B) for Colleges, shall be considered for short-listing of the candidates for interview only, and the selections shall be based only on the performance in the interview.

II. Associate Professor:

Eligibility:

- i) A good academic record, with a Ph.D. Degree in the concerned/allied/relevant disciplines.
- ii) A Master's Degree with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed).
- iii) A minimum of eight years of experience of teaching and / or research in an academic/research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institution/industry with a minimum of seven publications in the peer-reviewed or UGC-listed journals and a total research score of Seventy five (75) as per the criteria given in Appendix II, Table 2.

III. Professor:

Eligibility (A or B) :

A.

- i) An eminent scholar having a Ph.D. degree in the concerned/allied/relevant discipline, and published work of high quality, actively engaged in research with evidence of published work with, a minimum of 10 research publications in the peer-reviewed or UGC-listed journals and a total research score of 120 as per the criteria given in Appendix II, Table 2.

II. UNIVERSITY DEPUTY LIBRARIAN

- i) A Master's Degree in library science/information science/documentation science, with at least 55% marks or an equivalent grade in a point -scale, wherever grading system is followed.
- ii) Eight years experience as an Assistant University Librarian/College Librarian.
- iii) Evidence of innovative library services including integration of ICT in library.
- iv) A Ph.D. Degree in library science/ Information science / Documentation Science/Archives and manuscript keeping/computerization of library.

III. UNIVERSITY LIBRARIAN

- i) A Master's Degree in Library Science/Information Science/Documentation Science with at least 55% marks or an equivalent grade in a point -scale wherever the grading system is followed.
- ii) At least ten years as a Librarian at any level in University Library or ten years of teaching as Assistant/Associate Professor in Library Science or ten years' experience as a College Librarian.
- iii) Evidence of innovative library services, including the integration of ICT in a library.
- iv) A Ph.D. Degree in library science/information science/documentation /archives and manuscript-keeping.

4.8 MINIMUM QUALIFICATIONS FOR THE POSTS OF ASSISTANT DIRECTORS OF PHYSICAL EDUCATION AND SPORTS, DEPUTY DIRECTOR OF PHYSICAL EDUCATION AND SPORTS AND DIRECTOR OF PHYSICAL EDUCATION AND SPORTS (DPES)**I. University Assistant Director of Physical Education and Sports / College Director of Physical Education and Sports****Eligibility (A or B) :****A.**

- i) A Master's Degree in Physical Education and Sports or Physical Education or Sports Science with 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed)
- ii) Record of having represented the university / college at the inter-university /inter-collegiate competitions or the State and/ or national championships.
- iii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET), conducted by the UGC or CSIR, or a similar test accredited by the UGC, like SLET/SET, or who are or have been awarded a Ph.D. Degree in Physical Education or Physical Education and Sports or Sports Science, in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time, as the case may be:

Provided that, candidates registered for the Ph.D. degree prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/ Bye-laws/Regulations of the Institutions awarding the degree and such Ph.D. degree holders shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges / Institutions, subject to the fulfilment of the following conditions:-

- a) The Ph.D. degree of the candidate has been awarded in regular mode;
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) Open Ph.D. viva voce of the candidate has been conducted;
- d) The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;
- e) The candidate has presented at least two research papers in conference/seminar, based on his/her Ph.D work.

Note: The fulfilment of these conditions (a) to (e) is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.

- ii) Desirable: Higher Qualification, such as Ph.D. degree in any discipline of Physiotherapy recognised by the U.G.C. and published work of high standard in peer-reviewed or UGC - listed journals.

III. PROFESSOR:

Essential: Master's Degree in Physiotherapy (M.P.T. / M.P.Th./M.Th.P./M.Sc. P.T.), with ten years experience.

Desirable:

- (i) Higher Qualification like Ph. D. in any subject of Physiotherapy recognised by U.G.C. and
(ii) Published work of high standard in peer -reviewed or UGC- listed journals.

IV. PRINCIPAL / DIRECTOR / DEAN:

Essential: Master's Degree in Physiotherapy (M.P.T./M.Th.P./M.Phil./M.Sc. P.T.) with fifteen years total experience, including five years experience as Professor (Physiotherapy).

Note:

- (i) Senior-most Professor shall be designated as the Principal / Director / Dean.
(ii) Desirable: Higher qualification like Ph.D. in any subject of Physiotherapy recognized by the UGC and published work of high standard in peer reviewed or UGC listed journals.

4.7 MINIMUM QUALIFICATIONS FOR DIRECT RECRUITMENT TO THE POSTS OF UNIVERSITY ASSISTANT LIBRARIAN / COLLEGE LIBRARIAN, UNIVERSITY DEPUTY LIBRARIAN AND UNIVERSITY LIBRARIAN

I. UNIVERSITY ASSISTANT LIBRARIAN / COLLEGE LIBRARIAN

- i) A Master's Degree in Library Science, Information Science or Documentation Science or an equivalent professional degree, with at least 55% marks (or an equivalent grade in a point -scale, wherever the grading system is followed)
- ii) A consistently good academic record, with knowledge of computerization of a library.
- iii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be:

Provided that the, candidates registered for the Ph.D. degree prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institution awarding the degree, and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges / Institutions subject to the fulfillment of the following conditions:-

- a) The Ph.D. degree of the candidate has been awarded in the regular mode
b) The Ph.D. thesis has been evaluated by at least two external examiners;
c) Open Ph.D. viva voce of the candidate has been conducted;
d) The candidate has published two research papers from his/her Ph.D. work out of which at least one is in a refereed journal;
e) The candidate has presented at least two papers based on his/her Ph.D work in conferences/seminars sponsored /funded/supported by the UGC/ICSSR/CSIR or any similar agency.

Note:

- (i) *The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.*
- (ii) NET/SLET/SET shall also not be required for candidates in such Master's Programmes for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.

III. PROFESSOR**Eligibility (A or B) :****A.**

- i) An eminent scholar with Ph. D. degree in the subject concerned or in an allied/relevant subject and published work of high quality, actively engaged in research with evidence of published work, with a minimum of 10 publications as books and/ or research/policy papers in the peer-reviewed or UGC listed journals and a total research score of at least 120 as per the criteria given in Appendix II, Table 2.
- ii) A minimum of ten years of teaching experience in a University/College and / or experience in research at the university/National level institution/Industries, with evidence of having successfully guided doctoral candidate.

Or

- B.** An outstanding professional, with established reputation in the relevant field, who has made significant contribution to the knowledge in the concerned/allied/relevant discipline, to be substantiated by credentials.

4.5 QUALIFICATIONS, EXPERIENCE AND OTHER ELIGIBILITY REQUIREMENTS FOR APPOINTMENT OF OCCUPATIONAL THERAPY TEACHERS**I. ASSISTANT PROFESSOR:**

A Bachelor's Degree in Occupational Therapy (B.O.T./B. Th.O./B.O.Th.), Masters in Occupational Therapy (M.O.Th/M.Th.O./ M.Sc. O.T/M.OT.), with at least 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed), from a recognised University

II. ASSOCIATE PROFESSOR:

- i) Essential : A Master's Degree in Occupational Therapy (M.O.T./M.O.Th/M.Sc. O.T.), with eight years' experience as Assistant Professor.
- ii) Desirable: Higher Qualification, including a Ph. D. degree in any discipline of occupational therapy recognised by the UGC, and published work of high standard in peer-reviewed or UGC- listed journals.

III. PROFESSOR:

- i) Essential : Master's Degree in Occupational Therapy (M.O.T./ M.O.Th/M.Th.O./M.Sc. O.T.), with Ten years of total experience in Occupational Therapy.
- ii) Desirable: Higher Qualification, such as Ph.D. degree in any discipline of occupational therapy recognised by the UGC, and published work of high standard in peer-reviewed or UGC- listed journals.

IV. PRINCIPAL / DIRECTOR / DEAN:

Essential: Master's Degree in Occupational Therapy (M.O.T./M.Th.O./M.Oth/M.Sc. O.T.), with fifteen years' experience, which shall include five years' experience as Professor (Occupational Therapy).

Note:

- (i) The senior-most Professor in the institution shall be designated as the Principal / Director / Dean.
- (ii) Desirable: Higher qualification, like a Ph. D. degree in any discipline of occupational therapy recognized by the UGC and published work of high standard in peer reviewed or UGC listed journals.

4.6 QUALIFICATIONS, EXPERIENCE AND OTHER ELIGIBILITY REQUIREMENTS FOR APPOINTMENT OF PHYSIOTHERAPY TEACHERS**I. ASSISTANT PROFESSOR:**

Bachelor's Degree in Physiotherapy (B.P.T./B. Th./P./B.P.Th.), Master's Degree in Physiotherapy (M.&P.Th/M.Th.P./M.Sc. P.T/M.P.T.) with at least 55% marks (or an equivalent grade in a point scale wherever the grading system is followed) from a recognized University.

II. ASSOCIATE PROFESSOR:

- i) Essential: A Master's Degree in Physiotherapy (M.P.T./M.P.Th/M.Th.P/M.Sc. P.T.) with eight years' experience as Assistant Professor.

III. Professor**Eligibility (A or B) :**

- A. An eminent scholar, having a doctoral degree, actively engaged in research with ten years of experience in teaching and/or research at a University/National-level institution, including experience of guiding research at the doctoral level, with outstanding performing achievement in the field of specialisation, with a minimum of 6 research publications in the peer-reviewed or UGC listed journals, and a total research score of 120, as per Appendix II, Table 2.

OR

- B. A traditional and a professional artist, having highly commendable professional achievement in the subject concerned, who has:
- i) Master's degree, in the relevant subject;
 - ii) Ten years of outstanding performing achievements in the field of specialisation;
 - iii) Made significant contribution in the field of specialisation
 - iv) Guided research;
 - v) Participated in National/International Seminars/Conferences/Workshops and/or recipient of National/International Awards/Fellowships;
 - vi) Ability to explain with logical reasoning the subject concerned;
 - vii) Adequate knowledge to teach theory, with illustrations in the said discipline.

4.4 Yoga Discipline**I. Assistant Professor :****Eligibility (A or B) :**

- A. Good academic record, with at least 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) at the Master's degree in Yoga or any other relevant subject, or an equivalent degree from an Indian/foreign University.

Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or a similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time.

OR

- B. A Master's degree in any discipline with at least 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed) and a Ph.D. Degree in Yoga* in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be.

*Note: Considering the paucity of teachers in the newly-emerging field of Yoga, this alternative has been provided and shall be valid only for five years from the date of notification of these Regulations

II. ASSOCIATE PROFESSOR

- i) A good academic record, with a Ph.D. degree in the subject concerned or in a relevant discipline.
- ii) A Master's degree with at least 55% marks (or an equivalent grade in a point-scale, wherever the grading system is followed).
- iii) A minimum of eight years' experience of teaching and/or research in an academic/research position equivalent to that of Assistant Professor in a University, College or Accredited Research Institutions/Industry with evidence of published work and a minimum of 7 publications as books and / or research/policy papers in peer-reviewed or UGC listed journals and a total research score of at least Seventy five (75), as per the criteria given in Appendix II, Table 2.

- a) The Ph.D. degree of the candidate has been awarded in the regular mode;
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) An open Ph.D. viva voce of the candidate has been conducted;
- d) The candidate has published two research papers from his/her Ph.D. work out of which at least one must be in a refereed journal;
- e) The candidate has presented at least two research papers based on his/her Ph.D. work in conferences/seminars supported/funded/ sponsored by the UGC/CSIR/ICSSR or any other similar agency.

Note:

1. *The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affairs) of the University concerned.*
2. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which the NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC, like SLET/SET.

OR

- B.** A traditional or a professional artist with highly commendable professional achievement in the concerned subject, who has:
- i) been a professional artist with three years' Bachelor degree/Post Graduate Diploma, with 55% marks (or an equivalent grade in a point-scale wherever the grading system is followed), from the National School of Drama, or any other such Institution in India or abroad;
 - ii) five years of regular acclaimed performance at regional/ national/ international stage, supported by evidence; and
 - iii) the ability to explain, with logical reasoning, the subject concerned and adequate knowledge to teach theory with illustrations in the discipline concerned.

II. Associate Professor:

Eligibility (A or B) :

A.

- i) A good academic record, having a Ph.D degree with performing ability of high professional standard as certified by an Expert Committee constituted by the University concerned for the said purpose.
- ii) Eight years experience of teaching in a University/College and/ or research in a University/national-level institutions equal to that of Assistant Professor in a University/College.
- iii) A significant contribution to knowledge in the subject concerned, as evidenced by the quality publications.

OR

- B.** A traditional or a professional artist, having highly commendable professional achievement in the subject concerned, has a Master's degree, who has:
- i) Been recognised artist of Stage/ Radio/TV;
 - ii) Eight years of outstanding performance in the field of specialisation;
 - iii) Experience of designing new courses and /or curricula;
 - iv) Participated in Seminars/Conferences in reputed institutions; and
 - v) The ability to explain with logical reasoning the subject concerned and adequate knowledge to teach theory with illustrations in the said discipline.

field of specialisation;

iii) experience in designing of new courses and /or curricula;

iv) participated in National level Seminars/Conferences/Concerts in reputed institutions' and

v) ability to explain, with logical reasoning, the subject concerned and adequate knowledge to teach theory with illustrations in the said discipline.

III. Professor :

Eligibility (A or B):

A.

- i) An eminent scholar having a doctoral degree
- ii) Have been actively engaged in research with at least ten years of experience in teaching in University/College and / or research at the University/National level institutions
- iii) Minimum of 6 research publications in the peer-reviewed or UGC-listed journals,
- iv) Has a total research score of 120, as per Appendix II, Table 2.

OR

B. A traditional or a professional artist, with highly-commendable professional achievement, in the subject concerned,

- i) Having Masters degree, in the relevant subject
- ii) Has been 'A'-grade artist of AIR/Doordarshan
- iii) Has Ten years of outstanding performing achievements in the field of specialisation
- iv) Has made significant contributions in the field of specialisations and ability to guide research;
- v) Has participated in National/International Seminars/Conferences/ Workshops/Concerts and/ or recipient of National/International Awards/Fellowships;
- vi) Has the ability to explain with logical reasoning the subject concerned, and
- vii) Has adequate knowledge to teach theory with illustrations in the said discipline.

4.3 Drama Discipline:

I. Assistant Professor

Eligibility (A or B)

A.

- i) Master's Degree with 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in the relevant subject or an equivalent degree from an Indian/foreign University.
- ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC or the CSIR or a similar test accredited by the UGC, like SLET/SET or who are or have been awarded a Ph.D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009, or 2016, and their amendments from time to time as the case may be.

Provided further, candidates registered for the Ph.D. programme, prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances/Byo-laws/Regulations of the Institutions awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges/Institutions, subject to the fulfillment of the following conditions:-

- ii) Besides fulfilling the above qualifications, the candidate must have cleared the National Eligibility Test (NET) conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET or who are or have been awarded a Ph. D. Degree in accordance with the University Grants Commission (Minimum Standards and Procedure for Award of M.Phil./Ph.D. Degree) Regulations, 2009 or 2016 and their amendments from time to time as the case may be.

Provided further, candidates registered for the Ph.D. programme prior to July 11, 2009, shall be governed by the provisions of the then existing Ordinances / Bye-laws / Regulations of the Institutions awarding the degree and such Ph.D. candidates shall be exempted from the requirement of NET/SLET/SET for recruitment and appointment of Assistant Professor or equivalent positions in Universities/Colleges /Institutions subject to the fulfilment of the following conditions:

- a) Ph.D. degree has been awarded to the candidate in a regular mode
- b) The Ph.D. thesis has been evaluated by at least two external examiners;
- c) An open Ph.D. viva voce of the candidate had been conducted;
- d) candidate has published two research papers from his/her Ph.D. work, out of which, at least one is in a refereed journal,
- e) The candidate has presented at least two research papers based on his/her Ph.D. work in conferences/seminars supported/funded/sponsored by the UGC/AICTE/ICSSR or any other similar agency.

Note 1: The fulfilment of these conditions is to be certified by the Registrar or the Dean (Academic Affair) of the University concerned.

Note 2: The clearance of NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC (like SLET/SET).

OR

- B.** A traditional or a professional artist with highly commendable professional achievement in the subject concerned having a Bachelor's degree, who has:

- i) studied under a noted/reputed traditional Master(s)/Artist(s)
- ii) Has been 'A' grade artist of AIR/Doordarshan;
- iii) Has the ability to explain, with logical reasoning the subject concerned; and
- iv) Has adequate knowledge to teach theory with illustrations in the discipline concerned.

II. Associate Professor :

Eligibility (A or B):

A.

- i) Good academic record, with a doctoral degree.
- ii) Performing ability of a high professional standard.
- iii) Eight year's experience of teaching in a University or College and / or of research in a University/national level institution, equal to that of Assistant Professor in a University/College.
- iv) Has made a significant contribution to knowledge in the subject concerned, as evidenced by quality publications.

OR

- B.** A traditional or a professional artist with highly-commendable professional achievement having Master's degree in the subject concerned, who has:

- i) been 'A'-grade artist of AIR/Doordarshan;
- ii) eight years' experience of outstanding performing achievement in the

- ii) A minimum of ten years of teaching experience in university/college as Assistant Professor/Associate Professor/Professor, and / or research experience at equivalent level at the University/National Level Institutions with evidence of having successfully guided doctoral candidate.

OR

- B. An outstanding professional, having a Ph.D. degree in the relevant/allied/applied disciplines, from any academic institutions (not included in A above) / industry, who has made significant contribution to the knowledge in the concerned/allied/relevant discipline, supported by documentary evidence provided he/she has ten years' experience.

IV. Senior Professor in Universities

Up to 10 percent of the existing sanctioned strength of Professors in the university may be appointed as Senior Professor in the universities, through direct recruitment.

Eligibility:

- i) An eminent scholar with good track record of high-quality research publications in Peer-reviewed or UGC-listed journals, significant research contribution to the discipline, and engaged in research supervision.
- ii) A minimum of ten years of teaching/research experience as Professor or an equivalent grade in a University, College or an institute of national level.
- iii) The selection shall be based on academic achievements, favourable review from three eminent subject experts who are not less than the rank of Senior Professor or a Professor of at least ten years experience.
- iv) The selection shall be based on ten best publications in the Peer-reviewed or UGC-listed journals and award of Ph.D degrees to at least two candidates under his/her supervision during the last 10 years and interaction with the Selection Committee constituted as per the UGC Regulations.

V. College Principal and Professor (Professor's Grade)

A. Eligibility:

- (i) Ph.D. degree
- (ii) Professor/Associate Professor with a total service/ experience of at least fifteen years of teaching/research in Universities, Colleges and other institutions of higher education.
- (iii) A minimum of 10 research publications in peer-reviewed or UGC-listed journals.
- (iv) A minimum of 110 Research Score as per Appendix II, Table 2

B. Tenure

- i) A College Principal shall be appointed for a period of five years, extendable for another term of five years on the basis of performance assessment by a Committee appointed by the University, constituted as per these regulations.
- ii) After the completion of his/her term as Principal, the incumbent shall join back his/her parent organization with the designation as Professor and in the grade of the Professor.

VI. Vice Principal

An existing senior faculty member may be designated as Vice-Principal by the Governing Body of the College on the recommendation of the Principal, for a tenure of two years, who can be assigned specific activities, in addition to his/her existing responsibilities. During the absence of the Principal, for any reason, the Vice Principal shall exercise the powers of the Principal.

4.2. Music, Performing Arts, Visual Arts and Other Traditional Indian Art Forms like Sculpture, etc.

I. Assistant Professor:

Eligibility (A or B):

A.

- i) Master's Degree with 55% marks (or an equivalent grade in a point scale wherever grading system is followed) in the relevant subject or an equivalent degree from an Indian/foreign University.

- iv. NET/SLET/SET shall also not be required for such Masters Programmes in disciplines for which NET/SLET/SET is not conducted by the UGC, CSIR or similar test accredited by the UGC like SLET/SET.
- v. Passed the physical fitness test conducted in accordance with these Regulations.

OR

- B. An Asian game or commonwealth games medal winner who has a degree at least at Post-Graduation level.

II. University Deputy Director of Physical Education and Sports

Eligibility (A or B) :

A.

- i) A Ph.D. in Physical Education or Physical Education and Sports or Sports Science. Candidates from outside the university system, in addition, shall also possess at least 55% marks (or an equivalent grade in a point scale wherever grading system is followed) at the Master's Degree level by the university concerned.
- ii) Eight years experience as University Assistant DPES/College DPES.
- iii) Evidence of organizing competitions and conducting coaching camps of at least two weeks duration.
- iv) Evidence of having produced good performance of teams/athletes for competitions like state/national/inter-university/combined university, etc.
- v) Passed the physical fitness test in accordance with these Regulations.

OR

- B. An Olympic games/ world cup/ world Championship medal winner who has a degree at least at the Post-Graduation Level.

III. University Director of Physical Education and Sports

- i) A Ph.D. in Physical Education or Physical Education and Sports or Sports Science.
- ii) Experience of at least ten years in Physical Education and Sports as University Assistant/Deputy DPES or ten years as College DPES or teaching for ten years in Physical Education and Sports or Sports Science as Assistant/Associate Professor.
- iii) Evidence of organising competitions and coaching camps of at least two weeks' duration.
- iv) Evidence of having produced good performance of teams/athletes for competitions like state/national/inter-university/combined university, etc.

IV. Physical Fitness Test Norms

- (a) Subject to the provisions of these Regulations, all candidates who are required to undertake the physical fitness test are required to produce a medical certificate certifying that he/she is medically fit before undertaking such tests.
- (b) On the production of such certificate mentioned in sub-clause (a) above, the candidate would be required to undertake the physical fitness test in accordance with the following norms:

NORMS FOR MEN			
12 MINUTES RUN/WALK TEST			
Upto 30 Years	Upto 40 Years	Upto 45 Years	Upto 50 Years
1800 metres	1500 metres	1200 metres	800 metres

NORMS FOR WOMEN			
8 MINUTES RUN/WALK TEST			
Upto 30 Years	Upto 40 Years	Upto 45 Years	Upto 50 Years
1000 metres	800 metres	600 metres	400 metres

5.0 CONSTITUTION OF SELECTION COMMITTEES AND GUIDELINES ON SELECTION PROCEDURE:

5.1 Selection Committee Composition

I. Assistant Professor in the University:

- (a) The Selection Committee for the post of Assistant Professor in the University shall consist of the following persons :
- i) The Vice Chancellor or his/her nominee, who has at least ten years of experience as Professor, shall be the Chairperson of the Committee.
 - ii) An academician not below the rank of Professor to be nominated by the Visitor/Chancellor, wherever applicable.
 - iii) Three experts in the subject concerned nominated by the Vice Chancellor out of the panel of names approved by the relevant statutory body of the university concerned.
 - iv) Dean of the Faculty concerned, wherever applicable.
 - v) Head/Chairperson of the Department/School concerned.
 - vi) An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories to be nominated by the Vice Chancellor, if any of the candidates from any of these categories is an applicant and if any of the above members of the selection committee does not belong to that category.
- (b) Four members, including two outside subject experts, shall constitute the quorum.

II. Associate Professor in the University

- (a) The Selection Committee for the post of Associate Professor in the University shall have the following composition:
- i) The Vice Chancellor or his/her nominee, who has at least ten years of experience as Professor, shall be the Chairperson of the Committee.
 - ii) An academician not below the rank of Professor to be nominated by the Visitor/Chancellor, wherever applicable.
 - iii) Three experts in the subject/field concerned nominated by the Vice-Chancellor, out of the panel of names approved by the relevant statutory body of the university.
 - iv) Dean of the faculty, wherever applicable.
 - v) Head/Chairperson of the Department/School.
 - vi) An academician representing SC/ST/OBC/ Minority / Women / Differently-abled categories, if any of candidates belonging to any of these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee does not belong to that category.
- (b) At least four members, including two outside subject experts, shall constitute the quorum

III. Professor in the University

- (a) The Selection Committee for the post of Professor in the University shall consist of the following persons :
- i) Vice-Chancellor who shall be the Chairperson of the Committee.
 - ii) An academician not below the rank of Professor to be nominated by the Visitor/Chancellor, wherever applicable.
 - iii) Three experts in the subject/field concerned to be nominated by the Vice-Chancellor out of the panel of names approved by the relevant statutory body of the university concerned.
 - iv) Dean of the faculty, wherever applicable.
 - v) Head/Chairperson of the Department/School.
 - vi) An academician belonging to the SC/ST/OBC/ Minority / Women / Differently-abled categories, if any of the candidates representing these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee does not belong to that category.
- (b) At least four members, including two outside subject experts, shall constitute the quorum.

IV. Senior Professor

- (a) The Selection Committee for the post of Senior Professor in the University shall consist of the following persons:
- i) Vice Chancellor who shall be the Chairperson of the Committee.
 - ii) An academician not below the rank of Senior Professor/Professor with minimum ten years experience who is the nominee of the Visitor/Chancellor, wherever applicable.
 - iii) Three experts not below the rank of a Senior Professor/Professor with a minimum of ten years' experience in the subject/field concerned nominated by the Vice-Chancellor out of the panel of names approved by the relevant statutory body of the university.
 - iv) Dean (not below the rank of Senior Professor/Professor with minimum ten years experience) of the faculty, wherever applicable.
 - v) Head/Chairperson (not below the rank of Senior Professor/Professor with minimum ten years experience) or Senior-most Professor (not below the rank of Senior Professor/Professor, with a minimum of ten years' experience) of the Department/School.
 - vi) An academician (not below the rank of a Senior Professor/Professor with minimum ten years experience) representing SC/ST/OBC/ Minority / Women / Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice Chancellor, if any of the above members of the selection committee do not belong to that category.
- (b) Four members, including two outside subject experts, shall constitute the quorum.

V. Assistant Professor in Colleges, including Private and Constituent Colleges:

- (a) The Selection Committee for the post of Assistant Professor in Colleges, including Private and constituent Colleges shall consist of the following persons:
- i) Chairperson of the Governing Body of the college or his/her nominee from amongst the members of the Governing body, who shall be the Chairperson of the Committee.
 - ii) The Principal of the College.
 - iii) Head of the Department/Teacher-in-charge of the subject concerned in the College.
 - iv) Two nominees of the Vice-Chancellor of the affiliating university, of whom one should be a subject-expert. In case of colleges notified/declared as a minority educational institution, two nominees of the Chairperson of the college from out of a panel of five names, preferably from the minority community, recommended by the Vice-Chancellor of the affiliating university, from the list of experts suggested by the relevant statutory body of the college, of whom one should be a subject-expert.

- v) Two subject-experts not connected with the college who shall be nominated by the Chairperson of the College governing body out of a panel of five names recommended by the Vice-Chancellor from the list of subject experts approved by the relevant statutory body of the university concerned. In case of colleges notified/declared as minority educational Institutions, two subject experts not connected with the University nominated by the Chairperson of the Governing Body of the College out of the panel of five names, preferably from the minority communities, recommended by the Vice-Chancellor from the list of subject experts approved by the relevant statutory body of the College.
 - vi) An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories, if any of candidates belonging to any of these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee does not belong to that category.
- (b) Five members, including two outside subject experts, shall constitute the quorum.
- VI. Associate Professor in Colleges, including Private and Constituent Colleges**
- (a) The Selection Committee for the post of Associate Professor in Colleges including Private and Constituent Colleges, shall consist of the following persons:
- i) The Chairperson of the Governing Body or his/her nominee, from amongst the members of the Governing body, who shall be the Chairperson of the Selection Committee.
 - ii) The Principal of the College.
 - iii) The Head of the Department / Teacher-In charge of the concerned subject from the college.
 - iv) Two University representatives nominated by the Vice-Chancellor, one of whom shall be the Dean of College Development Council or equivalent position in the University, and the other must be expert in the concerned subject. In case of Colleges notified/declared as minority educational institutions, two nominees of the Chairperson of the College from out of a panel of five names, preferably from minority communities, recommended by the Vice-Chancellor of the affiliating university from the list of experts suggested by the relevant statutory body of the college of whom one should be a subject expert.
 - v) Two subject-experts not connected with the college to be nominated by the Chairperson of the governing body of the college out of a panel of five names recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the university concerned. In case of colleges notified/declared as minority educational Institutions, two subject experts not connected with the University nominated by the Chairperson of the College Governing Body out of the panel of five names, preferably from minority communities, recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body.
 - vi) An academician belonging to the SC/ST/OBC/ Minority/Women/Differently-abled categories, if any of candidates belonging to these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee does not belong to that category.
- (b) The quorum for the meeting shall be five, including two subject experts.
- VII. Professor in Colleges, including Private and Constituent Colleges**
- (a) The Selection Committee for the post of Professor in Colleges including Private and Constituent Colleges shall consist of the following persons:
- i) The Chairperson of the Governing Body or his/her nominee, from amongst the members of the Governing body, who shall be the Chairperson of the Selection Committee.
 - ii) The Principal of the College.
 - iii) The Head of the Department / Teacher-In charge of the concerned subject from the college not below the rank of Professor.
 - iv) Two University representatives not below the rank of Professor nominated by the Vice-Chancellor, one of whom shall be the Dean of College Development Council or equivalent position in the University, and the other must be expert in the concerned subject. In case of Colleges notified/declared as minority

educational institutions, two nominees, not below the rank of Professor, of the Chairperson of the College from out of a panel of five names, preferably from minority communities, recommended by the Vice-Chancellor of the affiliating university from the list of experts suggested by the relevant statutory body of the college of whom one should be a subject expert.

- v) Two subject-experts not connected with the college to be nominated by the Chairperson of the governing body of the college out of a panel of five names recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the university concerned. In case of colleges notified/declared as minority educational Institutions, two subject experts not connected with the University nominated by the Chairperson of the College Governing Body out of the panel of five names, preferably from minority communities, recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body.
 - vi) An academician not below the rank of Professor belonging to the SC/ST/OBC/Minority/Women/Differently-abled categories, if any of candidates belonging to these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee does not belong to that category.
- (b) The quorum for the meeting shall be five, including two subject experts.

VIII. College Principal and Professor

A. Selection Committee

- (a) The Selection Committee for the post of College Principal and Professor shall have the following composition:
- i) Chairperson of the Governing Body to be the Chairperson.
 - ii) Two members of the Governing Body of the college to be nominated by the Chairperson of whom one shall be an expert in academic administration.
 - iii) Two nominees of the Vice-Chancellor who shall be Higher Education experts in the subject/field concerned out of which at least one shall be a person not connected in any manner with the affiliating University. In case of Colleges notified/declared as minority educational institutions, one nominee of the Chairperson of the College from out of a panel of five names, preferably from minority communities, recommended by the Vice-Chancellor of the affiliating university of whom one should be a subject expert.
 - iv) Three Higher Education experts consisting of the Principal of a College, a Professor and an accomplished educationist not below the rank of a Professor (to be nominated by the Governing Body of the college out of a panel of six experts approved by the relevant statutory body of the university concerned).
 - v) An academician representing SC/ST/OBC/Minority/Women/Differently-abled categories, if any of candidates representing these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee does not belong to that category.
 - vi) Two subject-experts not connected with the college to be nominated by the Chairperson of the governing body of the college out of a panel of five names recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body of the university concerned. In case of colleges notified/declared as minority educational institutions, two subject experts not connected with the University nominated by the Chairperson of the College governing body out of the panel of five names, preferably from minority communities, recommended by the Vice Chancellor from the list of subject experts approved by the relevant statutory body.
- (b) Five members, including two experts, shall constitute the quorum.
- (c) All the selection procedures of the selection committee shall be completed on the day/last day of the selection committee meeting itself, wherein, minutes are recorded along with the scoring Proforma and recommendation made on the basis of merit with the list of selected and waitlisted candidates/Panel of names in order of merit, duly signed by all members of the selection committee.

- (d) The term of appointment of the College Principal shall be five years, with eligibility for reappointment for one more term only after an assessment by a Committee appointed by the University as per the composition given in sub-clause (B) of 5.1 (VIII).
- (e) After the completion of his/her term as Principal, the incumbent shall join back his/her parent organisation with the designation as Professor and in the grade of the Professor.

B. Committee for Assessment of College Principal and Professor for Second Term

The Committee for assessment to the post of College Principal for second term shall have the following composition:

- i) Nominee of the Vice-Chancellor of the affiliating University.
- ii) Nominee of the Chairman, University Grants Commission.

The nominees shall be nominated from the Principals of the Colleges with Excellence/College with Potential of Excellence/Autonomous College/NAAC Grade 'A' accredited colleges.

IX. Selection Committees for the posts of Directors, Deputy Directors, Assistant Directors of Physical Education and Sports, Librarians, Deputy Librarians and Assistant Librarians shall be the same as that of Professor, Associate Professor and Assistant Professor, respectively, except that in Library and Physical Education and Sports or Sports Administration, respectively, practicing Librarian/Director Physical Education and Sports, as the case may be, shall be associated with the Selection Committee as one of the subject experts.

X. The "Screening-cum-Evaluation Committee" for CAS promotion of Assistant Professors/equivalent cadres in Librarians/Physical Education and Sports from one level to the other higher level shall consist of:

A. For University teachers:

- i) The Vice-Chancellor or his/her nominee shall be the Chairperson of the Committee;
- ii) The Dean of the Faculty concerned;
- iii) The Head of the Department /Chairperson of the School; and
- iv) One subject expert in the subject concerned nominated by the Vice-Chancellor from the University panel of experts.

B. For College teachers:

- i) The Principal of the college;
- ii) Head /Teacher-Incharge of the department concerned from the college;
- iii) Two subject experts in the subject concerned nominated by the Vice-Chancellor from the university panel of experts;

C. For University Assistant Librarian:

- i) The Vice-Chancellor shall be the Chairperson of the Committee;
- ii) The Dean of the Faculty concerned;
- iii) The Librarian, University Library; and
- iv) One expert who is a working Librarian nominated by the Vice-Chancellor from the University panel of experts.

D. For College Assistant Librarian:

- i) The Principal shall be the Chairperson of the Committee;
- ii) The Librarian, University Library; and
- iii) Two experts who are working Librarians nominated by the Vice-Chancellor from the University panel of experts.

E. For University Assistant Director, Physical Education and Sports:

- i) The Vice-Chancellor shall be the Chairperson of the Committee;

- ii) The Dean of the Faculty concerned;
- iii) The University Director, Physical Education and Sports; and
- iv) One expert in Physical Education and Sports Administration from University system nominated by the Vice-Chancellor from the University panel of experts.

F. For College Director, Physical Education and Sports:

- i) The Principal shall be the Chairperson of the Committee;
- ii) The University Director, Physical Education and Sports; and
- iii) Two experts in Physical Education and Sports Administration from University system nominated by the Vice-Chancellor from the University panel of experts.

Note: The quorum for these committees in all categories shall be three which will include one subject expert/university nominee.

5.2. The Screening-cum-Evaluation Committee on verification/evaluation of grades secured by the candidate through the Assessment Criteria and Methodology Proforma designed by the respective university based on these Regulations and as per the minimum requirement specified:

- (a) In Appendix II, Table 1 for each of the cadre of Assistant Professor;
- (b) In Appendix II, Table 4 for each of the cadre of Librarian; and
- (c) In Appendix II, Table 5 for each of the cadre of Physical Education and Sports

shall recommend to the Syndicate/ Executive Council /Board of Management of the University/College about the suitability for the promotion of the candidate(s) under CAS for implementation.

5.3 The selection process shall be completed on the day/last day of the selection committee meeting, wherein the minutes are recorded and recommendation made on the basis of the performance of the interview are duly signed by all members of the selection committee.

5.4 For all Selection Committees specified in these Regulations, Head of Department / Teacher-Incharge should be either in the same or higher rank/ position than the rank/position for which the interview is to be held.

6.0 SELECTION PROCEDURE:

I. The overall selection procedure shall incorporate transparent, objective and credible methodology of analysis of the merits and credentials of the applicants based on the weightage given to the performance of the candidate in different relevant parameters and his/her performance on a grading system proforma, based on Appendix II, Tables 1, 2, 3A, 3B, 4, and 5.

In order to make the system more credible, universities may assess the ability for teaching and / or research aptitude through a seminar or lecture in a classroom situation or discussion on the capacity to use the latest technology in teaching and research at the interview stage. These procedures can be followed for both the direct recruitment and the CAS promotions, wherever selection committees are prescribed in these Regulations.

II. The universities shall adopt these Regulations for selection committees and selection procedure through their respective statutory bodies incorporating Appendix II, Table 1, 2, 3A, 3B, 4, and 5 at the institutional level for University Departments and their Constituent colleges/ affiliated colleges (Government/Government-aided/Autonomous/ Private Colleges) to be followed transparently in all the selection processes. The universities may devise their own self-assessment-cum-performance appraisal forms for teachers in strict adherence to the Appendix II, Table 1, 2, 3A, 3B, 4, and 5 specified in these Regulations.

III. In all the Selection Committees of direct recruitment of teachers and other academic staff in universities and colleges provided herein, an academician belonging to the Scheduled Caste/Scheduled Tribe/OBC/Minority/Women/Differently-abled categories, if any of candidates belonging to these categories is the applicant and if any of the members of the selection committee does not belong to that category, shall be nominated by the Vice-Chancellor of the University, and in case of a College, Vice-Chancellor of the University to which the college is affiliated to. The academician, so nominated for this purpose, shall be one level above the cadre level of the applicant, and such nominee shall ensure that the norms of the Central Government or concerned State Government, in relation to the categories mentioned above, are strictly followed during the selection process.

- IV. The process of selection of a Professor shall involve the inviting of the application developed by the respective university, based on the Assessment Criteria and Methodology guidelines set out in these Regulations in Appendix II, Table 1 and 2 and reprints of all significant publications of the candidates.
Provided that the publications submitted by the candidate shall have been published during the qualifying period.
Provided further that such publications shall be made available to the subject experts for assessment before holding the interview. The evaluation of the publications by the experts shall be taken into consideration while finalizing the outcome of selection.
- V. In the case of selection of faculty members who are from outside the academic field and are considered under Clause 4.1 (III.B), 4.2 (I.B, II.B, III.B), 4.3 (I.B, II.B, III.B) and 4.4 (III.B) of these Regulations, the university's statutory bodies must lay down clear and transparent criteria and procedure so that only outstanding professionals who can contribute substantially to the university knowledge system are selected.
- VI. In the selection process for the posts involving different nature of responsibilities in certain disciplines/areas, such as Music and Fine Arts, Visual Arts and Performing Arts, Physical Education and Sports, and Library, greater emphasis may be laid on the nature of deliverables indicated against each of the posts in these Regulations which need to be taken up by the institution while developing the Proforma for both the direct recruitment and the CAS promotion.
- VII. The Internal Quality Assurance Cell (IQAC) shall be established in all Universities/Colleges as per the UGC/ National Assessment Accreditation Council (NAAC) guidelines with the Vice-Chancellor, as Chairperson (in the case of Universities), and Principal, as Chairperson (in case of Colleges). The IQAC shall act as the documentation and record-keeping Cell for the institution, including assistance in the development of Assessment Criteria and Methodology Proforma based on these Regulations. The IQAC may also introduce, wherever feasible, the student feedback system as per the NAAC guidelines on institutional parameters without incorporating the component of the students' assessment of individual teachers in the Assessment Criteria and Methodology Proforma.
- A. The Assessment of the performance of College and University teachers for the CAS promotion is based on the following criteria:
- i. **Teaching-Learning and Evaluation:** The commitment to teaching based on observable indicators such as being regular to class, punctuality to class, remedial teaching and clarifying doubts within and outside the class hours, counselling and mentoring, additional teaching to support the college/university as and when the need arises, etc. Examination and evaluation activities like performing of examination supervision duties, question-papers setting for university/college examinations, participation in the evaluation of examination answer scripts, conducting examinations for internal assessment as per the schedule to be announced by the institution at the beginning of each Academic Session and returning and discussing the answers in the class.
 - ii. **Personal Development Related to Teaching and Research Activities:** Attending orientation/refresher/methodology courses, development of e-content and MOOC's, organising seminar/ conference/ workshop / presentation of papers and chairing of sessions/guiding and carrying out research projects and publishing the research output in national and international journals etc.
 - iii. **Administrative Support and Participation in Students' Co-curricular and Extra-curricular Activities.**
- B. **Assessment Process**
- The following **three-step** process is recommended for carrying out assessment for promotion under the CAS at all levels:
- Step 1:** The college/university teachers shall submit to college/university an annual self-appraisal report in the prescribed Proforma to be designed based on Tables 1 to 5 of Appendix II. The report should be submitted at the end of every academic year, within the stipulated time. The teacher will provide documentary evidence for the claims made in the annual self-appraisal report, which is to be verified by the HOD/Teacher-in-charge etc. The submission should be through the Head of the Department (HOD)/teacher-in-charge.
- Step 2:** After completion of the required years of experience for promotion under CAS and fulfilment of other requirements indicated below, the teacher shall submit an application for promotion under CAS.
- Step 3:** A CAS Promotion shall be granted as mentioned in Clauses 6.4 of these Regulations.

6.1 Assessment Criteria and Methodology:

- (a) Tables 1 to 3 of Appendix II are applicable to the selection of Assistant Professors/ Associate Professors/ Professors/Senior Professor in Universities and Colleges;
- (b) Table 4 of Appendix II is applicable to Assistant Librarians/ College Librarians and Deputy Librarians for promotion under Career Advancement Scheme; and
- (c) Table 5 of Appendix II is applicable to Assistant Directors/ College Director of Physical Education sports and Deputy Directors/Directors of Physical Education and Sports for promotions under Career Advancement Scheme

6.2 The constitution of the Selection Committees and Selection Procedure as well as the Assessment Criteria and Methodology for the above cadres, either through direct recruitment or through Career Advancement Scheme, shall be in accordance with these Regulations.

6.3 The criteria for promotions under Career Advancement Scheme laid down under these Regulations shall be effective from the date of notification of these Regulations. However, to avoid hardship to those faculty members who have already qualified or are likely to qualify shortly under the existing regulations, a choice may be given to them, for being considered for promotions under the existing Regulations. This option can be exercised only within three years from the date of notification of these Regulations.

I. A teacher who wishes to be considered for promotion under the CAS may submit in writing to the university/college, within three months in advance of the due date, that he/she fulfils all the requirements under the CAS and submit to the university/college the Assessment Criteria and Methodology Proforma as evolved by the university concerned supported by all credentials as per the Assessment Criteria and Methodology guidelines set out in these Regulations. In order to avoid any delay in holding the Selection Committee meetings for various positions under the CAS, the University/College may initiate the process of screening/selection, and complete the process within six months from the receipt of application. Further, in order to avoid any hardship, the candidates who fulfil all other criteria mentioned in these Regulations, as on and till the date on which these regulations are notified, can be considered for promotion from the date, on or after the date, on which they fulfil these eligibility conditions.

II. The Selection Committee specifications as contained in Clauses 5.1 to 5.4 shall be applicable to all direct recruitments of faculty positions and equivalent cadres and Career Advancement promotions from Assistant Professor to Associate Professor, from Associate Professor to Professor, Professor to Senior Professor (in University) and for equivalent cadres.

III. The CAS promotion from a lower stage to a higher stage of Assistant Professor shall be conducted through a "Screening-cum-Evaluation Committee", following the criteria laid down in Table I of Appendix II.

IV. The promotion under the CAS being a personal promotion to a teacher holding a substantive sanctioned post, on his/her superannuation, the said post shall revert back to its original cadre.

V. For the promotion under the CAS, the applicant teacher must be on the role and in active service of the University/College on the date of consideration by the Selection Committee.

VI. The candidate shall offer himself/herself for assessment for promotion, if he/she fulfils the minimum grading specified in the relevant Assessment Criteria and Methodology Tables, by submitting an application and the required Assessment Criteria and Methodology Proforma. He/she can do so three months before the due date. The university shall send a general circular twice a year, inviting applications for the CAS promotions from the eligible candidates.

- i) If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion shall be from that of minimum period of eligibility.
- ii) If, however, the candidate finds that he/she would fulfils the CAS promotion criteria, as defined in Tables 1, 2, 4, and 5 of Appendix II at a later date and applies on that date and is successful, his/her promotion shall be effected from that date of the candidate fulfilling the eligibility criteria.
- iii) The candidate who does not succeed in the first assessment, he/she shall have to be re-assessed only after one year. When such a candidate succeeds in the eventual assessment, his/her promotion shall be deemed to be one year from the date of rejection.

VII. Regarding the cases pending for promotions from one Academic Level/Grade Pay to another Academic Level/Grade Pay under the Career Advancement Scheme provided under the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 and its subsequent amendments, the teachers shall be given the option to be considered for the promotion from one Academic Level/Grade Pay to another Academic Level/Grade Pay as per the following:

(a) The teachers shall be considered for promotion from one Academic Level/Grade Pay to another as per the CAS under these Regulations.

OR

(b) The faculty members shall be considered for the promotion from one Academic Level/Grade Pay to another as per the CAS provided under the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 and its amendments with relaxation in the requirements of Academic Performance Indicators (API) based Performance Based Appraisal System (PBAS) upto the date of notification of these Regulations.

The relaxation in the requirements of Academic Performance Indicators (API) based Performance Based Appraisal System (PBAS) upto the date of notification of these Regulations for the promotion from one Academic Level/Grade Pay to another under CAS as provided in UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 and its amendments, is defined as under :

i. Exemption from scoring under Category I, as defined in Appendix III of said above mentioned UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 and its amendments including University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) (4th Amendment), Regulations, 2016, for faculty and other equivalent cadre positions.

ii. Scoring in Category II and Category III for faculty and other equivalent cadre positions shall be as provided for in the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 with the following combined minimum API score requirement for Category II and Category III taken together, as mentioned below.

Note: There shall be no minimum API score requirement for Category II and Category III individually.

TABLE-A

(Minimum API requirement for the promotion of teachers under CAS in university departments)

S.No.		Assistant Professor (Stage 1/ AGP Rs.6000/- to Stage 2/AGP Rs.7000/-)	Assistant Professor (Stage 2/ AGP Rs.7000/- to Stage 3/AGP Rs.8000/-)	Assistant Professor (Stage 3/ AGP Rs.8000/-) to Associate Professor (Stage 4/AGP Rs.9000/-)	Associate Professor (Stage 4/ AGP Rs.9000/- to Professor (Stage 5/AGP Rs.10000/-)
1	Research and Academic contribution (Category III)	40/assessment period	100/assessment period	90/assessment period	120/assessment period
2	Expert assessment system	Screening Committee	Screening Committee	Selection Committee	Selection Committee

Table-B

(Minimum API requirement for the promotion of teachers under CAS in colleges (UG & PG))

S.No.		Assistant Professor (Stage 1/ AGP Rs.6000/- to Stage 2/AGP Rs.7000/-)	Assistant Professor (Stage 2/ AGP Rs.7000/- to Stage 3/AGP Rs.8000/-)	Assistant Professor (Stage 3/ AGP Rs.8000/-) to Associate Professor (Stage 4/AGP Rs.9000/-)	Associate Professor (Stage 4/ AGP Rs.9000/- to Professor (Stage 5/AGP Rs.10000/-)
1	Research and Academic contribution (Category III)	20/assessment period	50/assessment period	45/assessment period	60/assessment period
2	Expert assessment system	Screening Committee	Screening Committee	Selection Committee	Selection Committee

Table-C

(Minimum API requirement for the promotion of Library staff under CAS in Universities)

S.N		Assistant Librarian (Stage 1/ AGP Rs.6000/- to Stage 2/AGP Rs.7000/-)	Assistant Librarian (Stage 2/ AGP Rs.7000/- to Stage 3/AGP Rs.8000/-)	Assistant Librarian (Selection Grade/Deputy Librarian) (Stage 3/ AGP Rs.8000/-) to Deputy Librarian (Stage 4/AGP Rs.9000/-)	Deputy Librarian (Stage 4/AGP Rs. 9000/-) to Deputy Librarian (Stage 5 AGP Rs10,000/-)
1	Research and Academic contribution (Category III)	40/assessment period	100/assessment period	90/assessment period	120 per assessment period
2	Expert assessment system	Screening Committee	Screening Committee	Selection Committee	Selection committee

Table-D

(Minimum API requirement for the promotion of Library staff under CAS in Colleges)

S.No.		Assistant Librarian (Stage 1/ AGP Rs.6000/- to Stage 2/AGP Rs.7000/-)	Assistant Librarian (Stage 2/ AGP Rs.7000/- to Stage 3/AGP Rs.8000/-)	Assistant Librarian (Selection Grade/Deputy Librarian) (Stage 3/ AGP Rs.8000/-) to Deputy Librarian (Stage 4/AGP Rs.9000/-)
1	Research and Academic contribution (Category III)	20/assessment period	50/assessment period	45/assessment period
2	Expert assessment system	Screening Committee	Screening Committee	Selection Committee

Table-E

(Minimum API requirement for the promotion of University Director/Deputy Director/Assistant Director, Physical Education and Sports)

S.No.		Assistant Director (Stage 1/ AGP Rs.6000/- to Stage 2/AGP Rs.7000/-)	Assistant Director (Stage 2/ AGP Rs.7000/-) to Assistant Director (Selection Grade)/Deputy Director (Stage 3/AGP Rs.8000/-)	Assistant Director (Selection Grade)/Deputy Director (Stage 3/ AGP Rs.8000/-) to Deputy Director (Stage 4/AGP Rs.9000/-)	Deputy Director (Stage 4/AGP Rs. 9000/-) to Deputy Director (Stage 5 AGP Rs10,000/-)
1	Research and Academic contribution (Category III)	40/assessment period	100/assessment period	90/assessment period	120 per assessment period
2	Expert assessment system	Screening Committee	Screening Committee	Selection Committee	Selection committee

Table-F

(Minimum API requirement for the promotion of College Director, Physical Education and Sports)

S.No.		Assistant Director (Stage 1/ AGP Rs.6000/- to Stage 2/AGP Rs.7000/-)	Assistant Director (Stage 2/ AGP Rs.7000/-) to Assistant Director (Selection Grade)/Deputy Director (Stage 3/AGP Rs.8000/-)	Assistant Director (Selection Grade)/Deputy Director (Stage 3/ AGP Rs.8000/-) to Deputy Director (Stage 4/AGP Rs.9000/-)
1	Research and Academic contribution (Category III)	20/assessment period	50/assessment period	45/assessment period
2	Expert assessment system	Screening Committee	Screening Committee	Selection Committee

VIII. The requirement for Orientation course and Refresher course for promotions due under the CAS shall not be mandatory upto 31st December, 2018.

6.4 STAGES OF PROMOTION UNDER THE CAREER ADVANCEMENT SCHEME OF INCUMBENT AND NEWLY-APPOINTED ASSISTANT PROFESSORS/ASSOCIATE PROFESSORS/PROFESSORS

A. The entry-level Assistant Professors (Level 10) shall be eligible for promotion under the Career Advancement Scheme (CAS) through two successive levels (Level 11 and Level 12), provided they are assessed to fulfill the eligibility and performance criteria as laid down in Clause 6.3. of these Regulations.

B. Career Advancement Scheme (CAS) for Colleges teachers

I. Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale/Academic Level 11)

Eligibility: Assistant Professors who have completed four years of service and having a Ph.D. degree or five years of service and having a M.Phil. / PG Degree in Professional Courses, such as LLM, M.Tech.,M.V.Sc., M.D., or six years of service for those without Ph.D./M.Phil. / PG Degree in Professional courses.

- i. Attended one Orientation course of 21 days' duration on teaching methodology; and
- ii. Any one of the following: Completed one Refresher / Research Methodology Course

OR

Any two of the following: Workshop, Syllabus Up-gradation Workshop, Training Teaching-Learning-Evaluation, Technology Programmes and Faculty Development Programmes of at least one week (5 days) duration,

OR

Completed one MOOCs course (with e-certification) or development of e-contents in four-quadrants / MOOC's course during the assessment period.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i. He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be, as specified in Appendix II, Table 1, and;
- ii. The promotion is recommended by the screening-cum-evaluation committee.

II. Assistant Professor (Senior Scale/Academic Level 11) to Assistant Professor (Selection Grade/Academic Level 12)

Eligibility:

- 1) Assistant Professors who have completed five years of service in Academic Level 11/Senior Scale.
- 2) Any two of the following in the last five years of Academic Level-11/ Senior Scale: Completed courses/programmes from among the categories of Refresher Courses/Research Methodology course/Workshops/Syllabus Up Gradation Workshop/ Teaching-Learning-Evaluation/ Technology Programmes/ Faculty Development Programme/ Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation/ Technology Programmes/ Faculty Development Programmes of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); or completed MOOCs course in the relevant subject (with e-certification); or Contribution towards development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/ contribution towards conducting of a MOOCs course during the period of assessment.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) The teacher gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four of the last five years of the assessment period, (as prescribed in Appendix II, Table 1) and
- ii) The promotion is recommended by the Screening-cum-evaluation committee.

III. Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (Academic Level 13A)

Eligibility:

- 1) Assistant Professor who has completed three years of service in Academic Level 12/Selection-Grade.
- 2) A Ph.D. degree in subject relevant /allied/relevant discipline.
- 3) Any one of the following during the last three years: completed one course / programme from amongst the categories of Refresher Courses/ Methodology Workshop/Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation Technology Programme/ Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); or completed one MOOCs course (with e-certification); or contribution towards development of e-contents in 4-quadrant(at least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.

CAS Promotion Criteria:

A teacher may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period as prescribed in Appendix II, Table 1, and
- ii) The promotion to the post of Associate Professor is recommended by the selection committee in accordance with these Regulations.

IV. Associate Professor (Academic Level 13A) to Professor (Academic Level 14)**Eligibility:**

1. Associate Professors who have completed three years of service in Academic Level 13A.
2. A Ph.D. degree in subject relevant/allied/relevant discipline.
3. A minimum of 10 research publications in peer-reviewed or UGC-listed journals out of which three research papers shall be published during the assessment period.
4. A minimum of 110 Research Score as per Appendix II, Table 2

CAS Promotion Criteria:

A teacher shall be promoted if:

- i) The teacher gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period, as per Appendix II, Table 1 and at least 110 research score as per Appendix II, Table 2.
- ii) The promotion to the post of Professor is recommended by selection committee constituted in accordance with these Regulations.

C. Career Advancement Scheme (CAS) for University teachers**I. Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale/Academic Level 11)****Eligibility:**

- i) An Assistant Professor who has completed four years of service with a Ph.D. degree or five years of service with a M.Phil. / PG Degree in Professional Courses, such as LLM, M.Tech, M.V.Sc. and M.D., or six years of service in case of those without a Ph.D./M.Phil./ PG Degree in a Professional course and satisfies the following conditions:
- ii) Attended one Orientation course of 21 days duration on teaching methodology,
- iii) Any one of the following: Completed Refresher/ Research Methodology Course/ Workshop/ Syllabus Up-gradation Workshop/ Training Teaching-Learning-Evaluation, Technology Programmes/ Faculty Development Programmes of at least one week (5 days) duration, or taken one MOOCs course (with e-certification) or development of e-contents in four-quadrants / MOOC's course during the assessment period; and
- iv) Published one research publication in the peer-reviewed journals or UGC-listed journals during assessment period.

CAS Promotion Criteria :

A teacher shall be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be (as provided in Appendix II, Table 1), and;
- ii) The promotion is recommended by the screening-cum evaluation committee.

II. Assistant Professor (Senior Scale/Academic Level 11) to Assistant Professor (Selection Grade/Academic Level 12)**Eligibility:**

- i) Assistant Professors who has completed five years of service in Academic Level 11/Senior Scale.
- ii) A Ph.D. Degree in the subject relevant/allied/relevant discipline.
- iii) Has done any two of the following in the last five years of Academic Level 11/Senior Scale: Completed a course / programme from amongst the categories of Refresher Courses/Research Methodology/ Workshops/ Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation/ Technology Programmes / Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten

days) duration), or, completed one MOOCs course in the relevant subject (with e-certification); or contribution towards the development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards the development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.

- iv) Published three research papers in the peer-reviewed journals or UGC-listed journals during assessment period.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) The teacher gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four of the last five years of the assessment period, (as prescribed in Appendix II, Table 1) and;
- ii) The promotion is recommended by the Screening-cum-evaluation committee.

III. Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (Academic Level 13A)

- 1) Assistant Professor who has completed three years of service in Academic Level 12/ Selection grade.
- 2) A Ph.D Degree in the subject concerned/allied/relevant discipline.
- 3) Any one of the following during last three years: completed one course / programme from amongst the categories of Refresher Courses/ Research Methodology Workshops/Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation Technology Programme/ Faculty Development Programme of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration); or completed one MOOCs course (with e-certification); or contribution towards the development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.
- 4) A minimum of seven publications in the peer-reviewed or UGC-listed journals out of which three research papers should have been published during the assessment period.
- 5) Evidence of having guided at least one Ph.D. candidate.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period as specified in Appendix II, Table 1, and has a research score of at least 70 as per Appendix II, Table 2.
- ii) The promotion is recommended by a selection committee constituted in accordance with these Regulations.

IV. Associate Professor (Academic Level 13A) to Professor (Academic Level 14)

Eligibility:

- 1) An Associate Professor who has completed three years of service in Academic Level 13 A.
- 2) A Ph.D degree in the subject concerned/allied/relevant discipline.
- 3) A minimum of ten research publications in the peer-reviewed or UGC-listed journals out of which three research papers should have been published during the assessment period.
- 4) Evidence of having successfully guided doctoral candidate.
- 5) A minimum of 110 Research Score as per Appendix II, Table 2.

CAS Promotion Criteria:

A teacher shall be promoted if;

- i) He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period, as per Appendix II, Table 1, and at least 110 research score, as per Appendix II, Table 2.
- ii) The promotion is recommended by a selection committee constituted in accordance with these Regulations.

V. Professor (Academic Level 14) to Senior Professor (Academic Level 15)

A Professor can be promoted to the post of Senior Professor under the CAS. The promotion shall be based on academic achievement, favourable review from three eminent subject-experts who are not of the rank lower than the rank of a Senior Professor or a Professor having at least ten years' of experience. The selection shall be based on 10 best publications during the last 10 years and interaction with a Selection Committee constituted in accordance with these Regulations.

Eligibility:

- i) Ten years' experience as a Professor.
- ii) A minimum of ten publications in the peer-reviewed or UGC-listed journals and Ph.D. degree has been successfully awarded to two candidates under his/her supervision during the assessment period.

D. Career Advancement Scheme (CAS) for Librarians**Note:**

- i) The following provisions apply only to those persons who are not involved in the teaching of Library Science. Teachers in institutions where Library Science is a teaching department shall be covered by the provisions given under sections 6.4 (B) and 6.4 (C), of these Regulations for Colleges/Institutions and for Universities, respectively.
- ii) The Deputy Librarian in Universities shall have two levels i.e. Academic Level 13A and Academic Level 14 while College Librarians shall have five levels i.e. Academic Level 10, Academic Level 11, Academic Level 12, Academic Level 13A and Academic Level 14.

I. From University Assistant Librarian (Academic level 10)/College Librarian (Academic level 10) to University Assistant Librarian (Senior Scale/Academic level 11)/ College Librarian (Senior Scale/Academic level 11):**Eligibility:**

An Assistant Librarian/ College Librarian who is in Academic Level 10 and has completed four years of service having a Ph.D. degree in Library Science/ Information Science/ Documentation Science or an equivalent degree or five years' of experience, having at least a M.Phil.degree, or six years of service for those without a M.Phil. degree.

- (i) He/she has attended at least one Orientation course of 21 days' duration; and
- (ii) Training, Seminar or Workshop on automation and digitalisation, maintenance and related activities, of at least 5 days, as per Appendix II, Table 4.

CAS Promotion Criteria:

An Assistant Librarian/College Librarian may be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five out of the last four/five/six years of the assessment period as the case may be as specified in Appendix II, Table 4, and
- ii) The promotion is recommended by a screening-cum-evaluation committee.

II. From University Assistant Librarian (Senior Scale/Academic level 11)/College Librarian (Senior Scale/Academic level 11) to University Assistant Librarian (Selection Grade/ Academic level 12/ College Librarian (Selection Grade/Academic level 12)**Eligibility:**

- 1) He/she has completed five years of service in that grade.
- 2) He/she has done any two of the following in the last five years: (i) Training/Seminar/Workshop/Course on automation and digitalisation, (ii) Maintenance and other activities as per Appendix II, Table 4 of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), (iii) Taken/developed one MOOCs course in the relevant subject (with e-certification), or (iv) Library up-gradation course.

CAS Promotion Criteria:

An individual shall be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four out of the last five years of the assessment period, as specified in Appendix II, Table 4, and;
- ii) The promotion is recommended by a screening-cum-evaluation committee.

III. From University Assistant Librarian (Selection Grade/Academic level 12)/ College Librarian (Selection Grade/Academic level 12) to University Deputy Librarian (Academic Level 13A)/College Librarian (Academic Level 13A)

- 1) He/she has completed three years of service in that grade.
- 2) He/she has done any one of the following in the last three years: (i) Training/Seminar/Workshop/Course on automation and digitalization, (ii) Maintenance and related activities as per Appendix II, Table 4 of at least two weeks' (ten days) duration, (iii) Completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration, (iv) Taken/developed one MOOCs course in the relevant subject (with e-certification), and (v) Library up-gradation course.

CAS Promotion Criteria:

An individual shall be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two out of the last three years of the assessment period, as specified in Appendix II, Table 4; and
- ii) The promotion is recommended by a Selection Committee constituted as per these Regulations on the basis of the interview performance.

IV. The criteria for CAS Promotions from University Deputy Librarian/College Librarians (Academic Level 13A) to University Deputy Librarian/College Librarians (Academic Level 14) shall be the following:

- 1) He/she has completed three years of service in that grade.
- 2) He/she has done any one of the following in the last three years: (i) Training/Seminar/Workshop/Course on automation and digitalization, (ii) Maintenance and related activities as per Appendix II, Table 4 of at least two weeks' (ten days) duration, (iii) Completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration, (iv) Taken/developed one MOOCs course in the relevant subject (with e-certification), and (v) Library up-gradation course.
- 3) Evidence of innovative library services, including the integration of ICT in a library.
- 4) A Ph.D. Degree in Library Science/Information Science/Documentation /archives and Manuscript-Keeping

CAS Promotion Criteria:

An individual shall be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two out of the last three years of the assessment period, as specified in Appendix II, Table 4; and
- ii) The promotion is recommended by a Selection Committee constituted as per these Regulations on the basis of the interview performance.

E. Career Advancement Scheme (CAS) for Directors of Physical Education and Sports

Note:

- i) The following provisions apply only to those personnel who are not involved in teaching physical education and sports. Teachers in institutions where Physical Education and Sports is a teaching department shall be covered by the provisions given under sections 6.4 (B) and 6.4 (C), of these Regulations for Colleges/Institutions and for Universities, respectively.
- ii) The Deputy Director Physical Education and Sports in Universities shall have two levels i.e. Academic Level 13A and Academic Level 14 while College Director Physical Education and Sports shall have five levels i.e. Academic Level 10, Academic Level 11, Academic Level 12, Academic Level 13A and Academic Level 14.

I. From Assistant Director of Physical Education and Sports (Academic Level 10)/College Director of Physical Education and Sports (Academic Level 10) to Assistant Director of Physical Education and Sports (Senior Scale/Academic Level 11) / College Director of Physical Education and Sports (Senior Scale/Academic Level 11)

Eligibility:

- i) He/she has completed four years of service with a Ph.D. degree in Physical Education or Physical Education & Sports or Sports Science or five years of service with an M.Phil. degree or six years of service for those without an M.Phil or Ph.D. degree.
- ii) He/she has attended one Orientation course of 21 days' duration; and
- iii) He/she has done any one of the following: (a) Completed Refresher / Research Methodology Course/ workshop, (b) Training Teaching-Learning-Evaluation Technology Programme/ Faculty Development Programme of at least 5 days duration and (c) Taken/developed one MOOCs course (with e-certification).

CAS Promotion Criteria:

An individual may be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be, as specified in Appendix II, Table 5; and
- ii) The promotion is recommended by a screening-cum-evaluation committee.

II. From Assistant Director of Physical Education and Sports (Senior Scale/Academic Level 11)/ College Director of Physical Education And Sports (Senior Scale/Academic Level 11) to University Assistant Director of Physical Education and Sports (Selection Grade/Academic Level 12) / College Director of Physical Education and Sports (Selection Grade/Academic Level 12)

- 1) He/she has completed five years of service in that grade.
- 2) He/she has done any two of the following in the last five years: (i) Completed one course / programme from among the categories of refresher courses, research methodology workshops, (ii) Teaching-Learning-Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (ten days) duration, (iii) Completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration, and (iv) Taken/developed one MOOCs course in the relevant subject (with e-certification).

CAS Promotion Criteria:

An individual may be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four out of the last five years' of the assessment period as specified in Appendix II, Table 5, and;
- ii) The promotion is recommended by a screening-cum-evaluation committee.

III. From University Assistant Director of Physical Education and Sports (Selection Grade/Academic Level 12)/ College Director of Physical Education and Sports (Selection Grade/Academic Level 12) to University Deputy Director of Physical Education and Sports (Academic Level 13 A)/ College Director of Physical Education and Sports (Academic Level 13A)

- 1) He/she has completed three years of service.
- 2) He/she has done any one of the following during last three years: (i) Completed one course / programme from among the categories of Refresher Courses, Research Methodology Workshop, (ii) Teaching-Learning-Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), (iii) Taken / developed one MOOCs course in relevant subject (with e-certification).

CAS Promotion Criteria:

An individual may be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade performance assessment reports of at least two out of the last three years of the assessment period as specified in Appendix II, Table 5, and;
- ii) The promotion is recommended by a selection committee constituted as per these Regulations on the basis of the interview performance.

IV. The criteria for CAS Promotions from University Deputy Director Physical Education and Sports/College Director Physical Education and Sports (Academic Level 13A) to University Deputy Director Physical Education and Sports/College Director Physical Education and Sports (Academic Level 14) shall be the following:

- 1) He/she has completed three years of service.
- 2) He/she has done any one of the following during last three years: (i) Completed one course / programme from among the categories of Refresher Courses, Research Methodology Workshop, (ii) Teaching-Learning-Evaluation Technology Programmes / Faculty Development Programmes of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/programme of at least two weeks (ten days) duration), (iii) Taken / developed one MOOCs course in relevant subject (with e-certification).
- 3) Evidence of organising competitions and coaching camps of at least two weeks' duration.
- 4) Evidence of having produced good performance of teams/athletes for competitions like state/national/inter-university/combined university, etc.
- 5) A Ph.D. in Physical Education or Physical Education and Sports or Sports Science.

CAS Promotion Criteria:

An individual may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade performance assessment reports of at least two out of the last three years of the assessment period as specified in Appendix II, Table 5, and;
 - ii) The promotion is recommended by a selection committee constituted as per these Regulations on the basis of the interview performance.
- 6.5. Discretionary award of advance increments for those who enter the profession as Associate Professor or Professor with higher merit, high number of research publications of high quality and experience at the appropriate level, shall be within the competence of the appropriate authority of the University concerned or recruiting institution based on the recommendations of a selection committee while considering the case of individual candidates in the context of the merits of each case, taking into account the pay structure of other teachers in the faculty and other merit-specific factors. Discretionary award of advance increments is not applicable to those entering the profession as Assistant Professor/Assistant Librarian/Assistant Director of Physical Education and Sports and to those who are entitled for grant of advance increments for having acquired a Ph. D., M. Phil. or M.Tech. and LLM degree. However, those entering the service as Assistant Professor/Assistant Librarian/Assistant Director of Physical Education and Sports, having a post-doctoral teaching/research experience, after obtaining a Ph.D. degree and proven credentials, may be eligible for discretionary award of advanced increments to be given to the person, as decided and recorded by the Selection Committee in the minutes of its meeting.

7.0 SELECTION OF PRO-VICE CHANCELLOR / VICE - CHANCELLOR OF UNIVERSITIES:

7.1 PRO-VICE-CHANCELLOR:

The Pro-Vice-Chancellor shall be appointed by the Executive Council on the recommendation of the Vice-Chancellor.

- 7.2 It shall be the prerogative of the Vice-Chancellor to recommend a person to be the Pro-Vice-Chancellor to the Executive Council. The Pro-Vice-Chancellor shall hold office for a period, which is co-terminus with that of the Vice-Chancellor.

7.3. VICE CHANCELLOR:

- i. A person possessing the highest level of competence, integrity, morals and institutional commitment is to be appointed as Vice-Chancellor. The person to be appointed as Vice-Chancellor should be a distinguished academician, with a minimum of ten years' of experience as Professor in a University or ten years' of experience in a reputed research and / or academic administrative organisation with proof of having demonstrated academic leadership.
- ii. The selection for the post of Vice-Chancellor should be through proper identification by a Panel of 3-5 persons by a Search-cum-Selection-Committee, through a public notification or nomination or a talent search process or a combination thereof. The members of such Search-cum-Selection Committee shall be

persons' of eminence in the sphere of higher education and shall not be connected in any manner with the University concerned or its colleges. While preparing the panel, the Search cum-Selection Committee shall give proper weightage to the academic excellence, exposure to the higher education system in the country and abroad, and adequate experience in academic and administrative governance, to be given in writing along with the panel to be submitted to the Visitor/Chancellor. One member of the Search cum-Selection Committee shall be nominated by the Chairman, University Grants Commission, for selection of Vice Chancellors of State, Private and Deemed to be Universities.

- iii. The Visitor/Chancellor shall appoint the Vice Chancellor out of the Panel of names recommended by the Search-cum-Selection Committee.
- iv. The term of office of the Vice-Chancellor shall form part of the service period of the incumbent making him/her eligible for all service related benefits.

8.0 DUTY LEAVE, STUDY LEAVE, SABBATICAL LEAVE

8.1 DUTY LEAVE:

- i. Duty leave upto 30 days in an academic year may be granted for the following purposes:
 - (a) Attending Orientation Programme, Refresher Course, Research Methodology Workshop, Faculty Induction Programme, Conference, Congresses, Symposia and Seminar, as a delegate nominated by the university or with the permission of the university/college ;
 - (b) Delivering lectures in institutions and universities at the invitation of such institutions or universities received by the university, and accepted by the Vice-Chancellor/Principal of the College;
 - (c) Working in another Indian or foreign university, any other agency, institution or organisation, when so deputed by the university/College;
 - (d) Participating in a delegation or working on a committee appointed by the Central Government, State Government, the UGC, a sister university or any other similar academic body; and
 - (e) For performing any other duty assigned to him/her by the university/college.
- ii. The duration of leave should be such as may be considered necessary by the sanctioning authority on each occasion.
- iii. The leave may be granted on full pay, provided, that if the teacher receives a fellowship or honorarium or any other financial assistance beyond the amount needed for normal expenses, he/she may be sanctioned duty leave on reduced pay and allowances.
- iv. Duty leave may be combined with earned leave, half pay leave or extraordinary leave, or Casual leave.
- v. Duty leave should be given also for attending meetings in the UGC, DST, etc. where a teacher is invited to share his/her expertise with an academic body, government agency or NGO.

8.2 STUDY LEAVE:

- i. The scheme of Study Leave provides an opportunity to avail of scholarships/fellowships awarded to the faculty who wish to acquire new knowledge and to improve analytical skills. When a teacher is awarded a scholarship or stipend (by whatever nomenclature called), for pursuing further studies, leading to a Ph.D./Post-doctoral qualification or for undertaking a research project in a higher education institution abroad, the amount of the scholarship/fellowship shall not be linked to the recipient's pay/salary paid to him/her by his /her parent institution. The awardee shall be paid salary for the entire duration of fellowship/scholarship, provided, that he/she does not take up any other remunerative jobs, like teaching, in the host country.
- ii. A teacher on Study Leave shall not take up, during the period of that leave, any regular or part-time appointment under an organisation in India or abroad. He/she may, however, be allowed to accept a fellowship or a research scholarship or an ad-hoc teaching and research assignment with an honorarium or any other form of assistance, other than the regular employment in an institution either in India or abroad, provided, that the Executive Council/Syndicate of his/her parent institution may, if it so desires, sanction study leave on reduced pay and allowances to the extent of any receipt in this regard, in-lieu of teaching etc., which may be determined by his/her employer.

- iii. The study leave shall be granted to an entry-level appointee as Assistant Professor/Assistant Librarian/Assistant Director of Physical Education and Sport/College DPE&S (other than as Associate Professor or Professor of a University/College/Institution, who is otherwise eligible for sabbatical leave) after a minimum of three years of continuous service, to pursue a special line of study or research directly related to his/her work in the University/College/Institution or to make a special study of the various aspects of University organisation and methods of education, giving full plan of the work.
- iv. The study leave shall be granted by the Executive Council/Syndicate on the recommendation of the Head of the Department concerned. The leave shall not be granted for more than three years in one spell, save in exceptional cases, in which the Executive Council/Syndicate is satisfied that such extension is unavoidable on academic grounds and necessary in the interest of the University/College/Institution.
- v. The study leave shall not be granted to a teacher who is due to retire within five years of the date on which he/she is expected to return to duty after the expiry of study leave.
- vi. The study leave shall be granted not more than twice during one's entire career. However, the maximum period of study leave admissible during the entire service shall not exceed five years.
- vii. The study leave may be granted more than once, provided, that not less than five years have elapsed after the teacher returned to duty on completion of the earlier spell of study leave. For subsequent spell of study leave, the teacher shall indicate the work done during the period of earlier leave as also give details of work to be done during the proposed spell of study leave.
- viii. No teacher who has been granted study leave shall be permitted to alter substantially the course of study or the programme of research without the permission of the Executive Council/Syndicate, in the event the course of study falls short of study leave sanctioned, the teacher shall resume duty on the conclusion of the course of study unless the previous approval of the Executive Council/Syndicate to treat the period of shortfall as Extra-Ordinary leave has been obtained.
- ix. Subject to the maximum period of absence from duty, on leave not exceeding three years, the study leave may be combined with the earned leave, half-pay leave, extra-ordinary leave of vacation provided that the earned leave at the credit of the teacher shall be availed of at the discretion of the teacher. When the study leave is taken in continuation of vacation, the period of study leave shall be deemed to begin to run on the expiry of the vacation. A teacher, who is selected to a higher post during the study leave, shall be placed in that position and shall get the higher scale only after joining the post.
- x. The period of study leave shall count as service for purpose of the retirement benefits (pension/contributory provident fund), provided that the teacher rejoins the University/College/Institution on the expiry of his/her study leave, and serve the institution for the period for which the Bond has been executed.
- xi. The study leave granted to a teacher shall be deemed to have been cancelled in case it is not availed of within 12 months of its sanction, provided, that where the study leave granted has been so cancelled. The teacher may apply again for such leave.
- xii. A teacher availing himself/herself of the study leave, shall undertake that he/she shall serve the University/College/Institution for a continuous period of at least three years to be calculated from the date of his/her resuming duty on the expiry of the study leave.
- xiii. A teacher -
 - (a) who is unable to complete his/her studies within the period of study leave granted to him/her or
 - (b) who fails to rejoin the services of the University on the expiry of his/her study leave or
 - (c) who rejoins the service of the university but leaves the service without completing the prescribed period of service after rejoining the service or
 - (d) who, within the said period, is dismissed or removed from the service by the University shall be liable to refund, to the University/College/Institution, the amount of the leave salary and allowances and other expenses, incurred on the teacher or paid to him/her or on his/her behalf in connection with the course of study.

Explanation:

If a teacher asks for extension of the study leave and is not granted the extension but does not rejoin duty on the expiry of the leave originally sanctioned, he/she shall be deemed to have failed to rejoin the service on the expiry of his/her leave for the purpose of recovery of dues under these Regulations.

Notwithstanding the above provision, the Executive Council/Syndicate may order that nothing in these Regulations shall apply to a teacher who, within three years of return to duty from study leave is permitted to retire from service on medical grounds, provided further that the Executive Council/Syndicate may, in any other exceptional case, waive or reduce, for reasons to be recorded the amount refundable by a teacher under these Regulations.

- xiv. After the leave has been sanctioned, the teacher shall, before availing himself/herself of the leave, execute a bond in favour of the University/College/Institution, binding himself/herself for the due fulfillment of the conditions laid down in paragraph (x) to (xiii) above and give security of immovable property to the satisfaction of the Finance Officer/Treasurer or a fidelity bond of an insurance company or a guarantee by a scheduled bank or furnish security of two permanent teachers for the amount which might become refundable to the University/College/Institutions in accordance with paragraph (x) to (xiii) above.
- xv. The teacher on study leave shall submit to the Registrar/Principal of his/her parent University/College/Institution six-monthly reports of progress in his/her studies from his/her supervisor or the Head of the institution. Such report shall reach the Registrar/Principal within one month of the expiry of every six months of the period of the study leave. If the report does not reach the Registrar/Principal within the specified time, the payment of leave salary may be deferred till the receipt of such report.
- xvi. The teacher on leave shall submit a comprehensive report on the completion of the study leave period. A copy of the research document/monograph/academic paper produced during the period of the study leave shall be put in the public domain, preferably on the website of the University/College/Institution.
- xvii. With a view to enhancing the knowledge and skills of the faculty members, especially the junior faculty, at the level of Assistant Professor, the Heads of universities/Colleges/Institutions and their subordinate Departments are enjoined to be generous in the award of study leave in the interest of faculty improvement, thereby impacting the academic standards of the University/College/Institution in the long run.

8.3 Sabbatical Leave:

- i) The permanent, whole-time teachers of the university and colleges who have completed seven years' of service as a Reader/Associate Professor or a Professor may be granted sabbatical leave to undertake study or research or any other academic pursuit solely for the object of increasing their proficiency and usefulness to the university and higher education system. The duration of leave shall not exceed one year, at a time, and two years in the entire career of the teacher.
- ii) A teacher, who has availed himself/herself of study leave, would not be entitled to the sabbatical leave, until after the expiry of five years from the date of the teacher's return from previous study leave or any other kind of training programme of duration of one year or more.
- iii) A teacher shall, during the period of sabbatical leave, be paid full pay and allowances (subject to the prescribed conditions being fulfilled) at the rates applicable to him/her immediately prior to his/her proceeding on sabbatical leave.
- iv) A teacher on sabbatical leave shall not take up, during the period of that leave, any regular appointment under another organisation in India or abroad. He/she may, however, be allowed to accept a fellowship or a research scholarship or ad hoc teaching and research assignment with honorarium or any other form of assistance, other than the regular employment in an institution of advanced studies, *provided* that in such cases the Executive Council/Syndicate may, if it so desires, sanction the sabbatical leave on reduced pay and allowances.
- v) During the period of sabbatical leave, the teacher shall be allowed to draw the increment on the due date. The period of leave shall also count as service for purposes of pension/contributory provident fund, *provided* that the teacher rejoins the university on the expiry of his/her leave.

8.4 Other Kinds of Leave Rules for Permanent Teachers of the Universities / Colleges

The following kinds of leave would be admissible to permanent teachers:

- (i) Leave treated as duty, viz. casual leave, special casual leave, and duty leave;
 - (ii) Leave earned by duty, viz. earned leave, half-pay leave, and commuted leave;
 - (iii) Leave not earned by duty, viz. extraordinary leave; and leave not due;
 - (iv) Leave not debited to leave account
 - (v) Leave for academic pursuits, viz. study leave, sabbatical leave and academic leave;
 - (vi) Leave on grounds of health, viz., maternity leave and quarantine leave.
- (b) The Executive Council/Syndicate may grant, *in exceptional cases*, for the reasons to be recorded, any other kind of leave, subject to such terms and conditions as it may deem fit to impose.

I. Casual Leave

- (i) The total casual leave granted to a teacher shall not exceed eight days in an academic year.
- (ii) Casual leave cannot be combined with any other kind of leave except special casual leave. However, such casual leave may be combined with holidays including Sundays. Holidays or Sundays falling within the period of casual leave shall not be counted as casual leave.

II. Special Casual Leave

- (i) Special casual leave, not exceeding 10 days in an academic year, may be granted to a teacher:
 - (a) To conduct examination of a university/Public Service Commission/Board of Examination or any other similar body/institution; and
 - (b) To inspect academic institutions attached to a statutory board.
- (ii) In computing the 10 days' leave admissible, the days of actual journey, if any, to and from the places where activities specified above, take place, will be excluded.
- (iii) In addition, special casual leave to the extent mentioned below, may also be granted:
 - (a) To undergo sterilization operation (vasectomy or salpingectomy) under family welfare programme. Leave in this case shall be restricted to six working days; and
 - (b) To a female teacher who undergoes non-puerperal sterilization. Leave in this case shall be restricted to 14 days.
- (iv) The special casual leave shall not accumulate, nor can it be combined with any other kind of leave except the casual leave. It may be granted in combination with holidays or vacation by the sanctioning authority on each occasion.

III. Earned Leave

- (i) Earned leave admissible to a teacher shall be:
 - (a) 1/30th of the actual service, including vacation; *plus*
 - (b) 1/3rd of the period, if any, during which he/she is required to perform duty during the vacation.

For purposes of computation of the period of actual service, all periods of leave except casual, special casual, and duty leave, shall be excluded.
- (ii) Earned leave at the credit of a teacher shall not accumulate beyond 300 days. The maximum period of earned leave that may be sanctioned at a time shall not exceed 60 days. Earned leave exceeding 60 days may, however, be sanctioned in the case of higher study, or training, or leave with medical certificate, or when the entire leave, or a portion thereof, is spent outside India.

For removal of doubt, it may be clarified :

1. When a teacher combines vacation with earned leave, the period of vacation shall be reckoned as leave in calculating the maximum amount of leave on average pay which may be included in the particular period of leave.

2. In case where only a portion of the leave is spent outside India, the grant of leave in excess of 120 days shall be subject to the condition that the portion of the leave spent in India shall not, in the aggregate, exceed 120 days.
3. Encashment of earned leave shall be allowed to members of the teaching staff as applicable to the employees of the Central Government or State Government.

IV. Half-pay Leave

Half-pay leave may be sanctioned for a period of 20 days to a permanent teacher for each completed year of service. Such leave may be granted on the basis of a medical certificate from a registered medical practitioner, for any private affairs or for any academic purpose.

Explanation:

A "completed year of service" means the continuous service of a specified duration under the university, and includes the periods of absence from duty as well as leave, including the extraordinary leave.

Note : Half-pay leave shall be combined with earned leave for calculating the number of earned leaves in case the number of earned leaves are less than 300 for purpose of encashment of leave at the time of superannuation as applicable to the employees of Government of India/State Government.

V. Commuted Leave

Commuted leave, not exceeding half the amount of half-pay leave due, may be granted to a permanent teacher on the basis of medical certificate from a registered medical practitioner subject to the following conditions:

- (i) Commuted leave during the entire service shall be limited to a maximum of 240 days;
- (ii) When commuted leave is granted, twice the amount of such leave shall be debited against the half-pay leave account; and
- (iii) The total duration of earned leave and commuted leave taken in conjunction shall not exceed 240 days, at a time;

Provided that no commuted leave shall be granted under these Regulations, unless the authority competent to sanction leave has reason to believe that the teacher would return to duty on its expiry.

VI. Extraordinary Leave

- (i) A permanent teacher may be granted extraordinary leave when:
 - (a) No other leave is admissible; or
 - (b) Other leave is admissible and the teacher applies in writing for the grant of extraordinary leave.
- (ii) The extraordinary leave shall always be without pay and allowances. It shall not count for an increment except in the following cases:
 - (a) Leave taken on the basis of medical certificates;
 - (b) Cases where the Vice-Chancellor/Principal is satisfied that the leave was taken due to causes beyond the control of the teacher, such as inability to join or rejoin duty due to civil commotion or a natural calamity, and the teacher has no other kind of leave to his credit;
 - (c) Leave taken for pursuing higher studies; and
 - (d) Leave granted to accept an invitation to a teaching post or fellowship or research-cum-teaching post or on assignment for technical or academic work of importance.
- (iii) Extraordinary leave may be combined with any other leave except the casual leave and special casual leave, provided that the total period of continuous absence from duty on leave (including periods of vacation when such vacation is taken in conjunction with leave) shall not exceed three years, except in cases where the leave is taken on medical certificate. The total period of absence from duty shall in no case, exceed five years in the entire service period of the individual.
- (iv) The authority empowered to grant leave may commute retrospectively the periods of absence without the leave into extraordinary leave.

VII. 'Leave Not Due'

- (i) 'Leave not due', may, at the discretion of the Vice-Chancellor/Principal, be granted to a permanent teacher for a period not exceeding 360 days during the entire period of service, out of which not more than 90 days at a time and 180 days, in all, may be otherwise than on a medical certificate. Such leave shall be debited against the half-pay leave earned by him/her subsequently.
- (ii) 'Leave not due' shall not be granted, unless the Vice-Chancellor/Principal is satisfied that as far as can reasonably be foreseen, the teacher will return to duty on the expiry of the leave and earn the leave granted.
- (iii) A teacher to whom 'leave not due' is granted shall not be permitted to tender his/her resignation from service so long as the debit balance in his/her leave account is not wiped off by active service, or he/she refunds the amount paid to him/her as pay and allowances for the period not so earned. In a case where retirement is unavoidable on account of reason of ill-health, incapacitating the teacher for further service, refund of leave salary for the period of leave yet to be earned may be waived by the Executive Council/College Governing Body.

Provided that the Executive Council/College Governing Body may waive off, in any other exceptional case, for reasons to be recorded in writing, the refund of leave salary for the period of leave yet to be earned.

VIII. Maternity Leave

- (i) Maternity leave on full pay may be granted to a woman teacher for a period not exceeding 180 days, to be availed of twice in the entire career. Maternity leave may also be granted in case of miscarriage, including abortion, subject to the condition that the total leave granted in respect of this to a woman teacher in her career is not more than 45 days, and the application for leave is supported by a medical certificate.
- (ii) Maternity leave may be combined with any earned leave, half-pay leave or extraordinary leave, but any leave applied for in continuation of the maternity leave may be granted if the request is supported by a medical certificate.

IX. Child-care Leave

Woman teachers having any minor child/children may be granted leave up to a period of two years for taking care of the minor child/children. The child-care leave for a maximum period of two years (730 days) may be granted to the woman teachers during entire service period in lines with the Central Government woman employees. In the cases, where the child-care leave is granted for more than 45 days, the University/College/Institution may appoint a part-time / guest substitute teacher with intimation to the UGC.

X. Paternity Leave

Paternity leave of 15 days may be granted to male teachers during the confinement of their wife, and such leave shall be granted only up to two children.

XI. Adoption leave

Adoption leave may be provided as per the rules of the Central Government.

XII. Surrogacy leave

Leave for Surrogacy shall be applicable as per the Rules, Regulations and Norms as laid down by the Government of India.

9. Research Promotion Grant

The UGC or the respective agency (Central/State Governments) may provide a start-up grant at the level of Rs. 3.0 lakhs in Social Sciences, Humanities and Languages and Rs. 6.0 lakhs in Sciences and Technology to teachers and other non-vocational academic staff to take up research immediately after their appointment.

9.1 Consultancy Assignments

The consultancy rules, terms, conditions and the model of revenue sharing between institutions and consultant-teachers shall be as per the UGC Consultancy Rules to be provided separately.

10.0 Counting of Past Services for Direct Recruitment and Promotion under CAS

Previous regular service, whether national or international, as Assistant Professor, Associate Professor or Professor or equivalent in a University, College, National Laboratories or other scientific/professional organisations such as the CSIR, ICAR, DRDO, UGC, ICSSR, ICHR, ICMR and DBT, should count for the direct recruitment and promotion under the CAS of a teacher as Assistant Professor, Associate Professor, Professor or any other nomenclature, provided that:

- (a) The essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Assistant Professor, Associate Professor and Professor, as the case may be.
- (b) The post is/was in an equivalent grade or of the pre-revised scale of pay as the post of Assistant Professor (Lecturer) Associate Professor (Reader) and Professor.
- (c) The concerned Assistant Professor, Associate Professor and Professor should possess the same minimum qualifications as prescribed by the UGC for appointment to the post of Assistant Professor, Associate Professor and Professor, as the case may be.
- (d) The post was filled in accordance with the prescribed selection procedure as laid down in the Regulations of the University/State Government/Central Government/ Institutions concerned, for such appointments.
- (e) The previous appointment was not as guest lecturer for any duration.
- (f) The previous Ad-hoc or Temporary or contractual service (by whatever nomenclature it may be called) shall be counted for direct recruitment and for promotion, provided that:
 - (i) the essential qualifications of the post held were not lower than the qualifications prescribed by the UGC for Assistant Professor, Associate Professor and Professor, as the case may be
 - (ii) the incumbent was appointed on the recommendation of a duly constituted Selection Committee/Selection Committee constituted as per the rules of the respective university;
 - (iii) the incumbent was drawing total gross emoluments not less than the monthly gross salary of a regularly appointed Assistant Professor, Associate Professor and Professor, as the case may be; and
- (g) No distinctions shall be made with reference to the nature of management of the institution where previous service was rendered (private/local body/Government), while counting the past service under this clause.

11.0 Period of Probation and Confirmation

- 11.1 The minimum period of probation of a teacher shall be one year, extendable by a maximum period of one more year in case of unsatisfactory performance.
- 11.2 The teacher on probation shall be confirmed at the end of one year, unless extended by another year through a specific order, before expiry of the first year.
- 11.3 Subject to Clause 11 of this Regulation, it is obligatory on the part of the university/the concerned institution to issue an order of confirmation to the incumbents within 45 days of completion of the probation period after following the due process of verification of satisfactory performance.
- 11.4 The probation and confirmation rules shall be applicable only at the initial stage of recruitment, issued from time to time, by the Central Government.
- 11.5 All other Central Government rules on probation and confirmation shall be applicable *mutatis mutandis*.

12.0 Creation and Filling-up of Teaching Posts

- 12.1 Teaching posts in universities, as far as feasible, may be created in a pyramidal order, for instance, for one post of Professor, there shall be two posts of Associate Professors and four posts of Assistant Professor, per department.
- 12.2 All the sanctioned/approved posts in the university system shall be filled up on an urgent basis.

13.0 Appointments on Contract Basis

The teachers should be appointed on contract basis only when it is absolutely necessary and when the student-teacher ratio does not satisfy the laid-down norms. In any case, the number of such appointments should not exceed 10% of the total number of faculty positions in a College/University. The qualifications and selection procedure for appointing them should be the same as those applicable to a regularly-appointed teacher. The

fixed emoluments paid to such contract teachers should not be less than the monthly gross salary of a regularly-appointed Assistant Professor. Such appointments should not be made initially for more than one academic session, and the performance of any such entrant teacher should be reviewed for academic performance before reappointing him/her on contract basis for another session. Such appointments on contract basis may also be resorted to when absolutely necessary to fill vacancies arising due to maternity leave, child-care leave, etc.

14.0 Teaching Days

- 14.1 The Universities/Colleges must have at least 180 teaching, i.e., there should be a minimum of 30 weeks of actual teaching in a 6-day week. Of the remaining period, 12 weeks may be devoted to admission and examination activities, and non-instructional days for co-curricular, sports, college day, etc., 8 weeks for vacations and 2 weeks may be attributed to various public holidays. If the University adopts a 5 day week pattern, then the number of weeks should be increased correspondingly to ensure the equivalent of 30 weeks of actual teaching, with a 6-day week.

The above provision is summarised as follows:

Categorisation	Number of weeks : 6-days a week pattern		Number of weeks : 5-days a week pattern	
	University	College	University	College
Teaching and Learning Process	30 (180 days) weeks	30 (180 days) weeks	36 (180 days) weeks	36 (180 days) weeks
Admissions, Examinations, and preparation for Examination	12	10	8	8
Vacations	8	10	6	6
Public Holidays (to increase and adjust teaching days accordingly)	2	2	2	2
Total	52	52	52	52

- 14.2 In-lieu of the curtailment of vacation by 2 weeks, the university teachers may be credited with $1/3^{\text{rd}}$ of the period of their earned leave. However, colleges may have an option of a total vacation of 10 weeks in a year and no earned leave except when required to work during the vacations for which, as in the case of University teachers, $1/3^{\text{rd}}$ of the period shall be credited as Earned Leave.

15.0 Workload

- 15.1 The workload of the teachers in full employment should not be less than Forty hours a week for Thirty working weeks (One Hundred and Eighty teaching days) in an academic year. It should be necessary for the teacher to be available for at least Five hours daily in the University/College. Teachers shall devote at least Two hours per day for mentoring of students (minimum Fifteen students per coordinator) for Community Development/Extra-Curricular Activities/library consultation/research in case of Under-Graduate Courses and/or at least Two hours per day for research in case of Post-Graduate courses, for which the necessary space and infrastructure shall be provided by the University/College. The direct teaching-learning work load should be as follows:

Assistant Professor	-	16 hours per week
Associate Professor/Professor	-	14 hours per week

- 15.2 Professors/ Associate Professors/ Assistant Professors involved in administration/ extension work can devote two hours per week from the teaching and learning hours.

16.0 Service Agreement and Fixing of Seniority

- 16.1 At the time of recruitment in Universities and Colleges, a service agreement should be executed between the University/College and the teacher concerned and a copy thereof shall be deposited with the Registrar/Principal. Such service agreement shall be duly stamped as per the government rates applicable.

16.2. The self-appraisal methodology, as per Clause 6.0 and its sub-clauses and Clauses 6.1 to 6.4 and all the sub-clauses contained therein and as per Tables 1 to 5 of Appendix II, as per eligibility, shall form part of the service agreement/record.

16.3 **Inter-se seniority between the direct recruited and teachers promoted under CAS**

The inter-se seniority of a direct recruit shall be determined with reference to the date of joining and for the teachers promoted under the CAS with reference to the date of eligibility as indicated in the recommendations of the selection committee of the respective candidates. The rules and regulations of the respective Central/State Government shall apply, for all other matters of seniority.

17.0 **Code of Professional Ethics**

I. Teachers and their Responsibilities :

Whoever adopts teaching as a profession assumes the obligation to conduct himself / herself in accordance with the ideal of the profession. A teacher is constantly under the scrutiny of his students and the society at large. Therefore, every teacher should see that there is no incompatibility between his precepts and practice. The national ideals of education which have already been set forth and which he/she should seek to inculcate among students must be his/her own ideals. The profession further requires that the teacher should be calm, patient and communicative by temperament and amiable in disposition.

Teacher should:

- (i) Adhere to a responsible pattern of conduct and demeanor expected of them by the community;
- (ii) Manage their private affairs in a manner consistent with the dignity of the profession;
- (iii) Seek to make professional growth continuous through study and research;
- (iv) Express free and frank opinion by participation at professional meetings, seminars, conferences etc., towards the contribution of knowledge;
- (v) Maintain active membership of professional organisations and strive to improve education and profession through them;
- (vi) Perform their duties in the form of teaching, tutorials, practicals, seminars and research work, conscientiously and with dedication;
- (vii) Discourage and not indulge in plagiarism and other non ethical behaviour in teaching and research;
- (viii) Abide by the Act, Statute and Ordinance of the University and to respect its ideals, vision, mission, cultural practices and tradition;
- (ix) Co-operate and assist in carrying out the functions relating to the educational responsibilities of the college and the university, such as: assisting in appraising applications for admission, advising and counselling students as well as assisting the conduct of university and college examinations, including supervision, invigilation and evaluation; and
- (x) Participate in extension, co-curricular and extra-curricular activities, including the community service.

II. Teachers and Students

Teachers should:

- (i) Respect the rights and dignity of the student in expressing his/her opinion;
- (ii) Deal justly and impartially with students regardless of their religion, caste, gender, political, economic, social and physical characteristics;
- (iii) Recognise the difference in aptitude and capabilities among students and strive to meet their individual needs;
- (iv) Encourage students to improve their attainments, develop their personalities and at the same time contribute to community welfare;
- (v) Inculcate among students scientific temper, spirit of inquiry and ideals of democracy, patriotism, social justice, environmental protection and peace;
- (vi) Treat the students with dignity and not behave in a vindictive manner towards any of them for any reason;

- (vii) Pay attention to only the attainment of the student in the assessment of merit;
- (viii) Make themselves available to the students even beyond their class hours and help and guide students without any remuneration or reward;
- (ix) Aid students to develop an understanding of our national heritage and national goals; and
- (x) Refrain from inciting students against other students, colleagues or administration.

III. Teachers and Colleagues

Teachers should:

- (i) Treat other members of the profession in the same manner as they themselves wish to be treated;
- (ii) Speak respectfully of other teachers and render assistance for professional betterment;
- (iii) Refrain from making unsubstantiated allegations against colleagues to higher authorities; and
- (iv) Refrain from allowing considerations of caste, creed, religion, race or sex in their professional endeavour.

IV. Teachers and Authorities :

Teachers should:

- (i) Discharge their professional responsibilities according to the existing rules and adhere to procedures and methods consistent with their profession in initiating steps through their own institutional bodies and / or professional organisations for change of any such rule detrimental to the professional interest;
- (ii) Refrain from undertaking any other employment and commitment, including private tuitions and coaching classes which are likely to interfere with their professional responsibilities;
- (iii) Co-operate in the formulation of policies of the institution by accepting various offices and discharge responsibilities which such offices may demand;
- (iv) Co-operate through their organisations in the formulation of policies of the other institutions and accept offices;
- (v) Co-operate with the authorities for the betterment of the institutions keeping in view the interest and in conformity with the dignity of the profession;
- (vi) Adhere to the terms of contract;
- (vii) Give and expect due notice before a change of position takes place; and
- (viii) Refrain from availing themselves of leave except on unavoidable grounds and as far as practicable with prior intimation, keeping in view their particular responsibility for completion of academic schedule.

V. Teachers and Non-Teaching Staff :

Teachers should :

- (i) Treat the non-teaching staff as colleagues and equal partners in a cooperative undertaking, within every educational institution;
- (ii) Help in the functioning of joint-staff councils covering both the teachers and the non-teaching staff.

VI. Teachers and Guardians

Teachers should:

- (i) Try to see through teachers' bodies and organisations, that institutions maintain contact with the guardians, their students, send reports of their performance to the guardians whenever necessary and meet the guardians in meetings convened for the purpose for mutual exchange of ideas and for the benefit of the institution.

VII. Teachers and Society

Teachers should:

- (i) Recognise that education is a public service and strive to keep the public informed of the educational programmes which are being provided;

- (ii) Work to improve education in the community and strengthen the community's moral and intellectual life;
- (iii) Be aware of social problems and take part in such activities as would be conducive to the progress of society and hence the country as a whole;
- (iv) Perform the duties of citizenship, participate in community activities and shoulder responsibilities of public offices;
- (v) Refrain from taking part in or subscribing to or assisting in any way activities, which tend to promote feeling of hatred or enmity among different communities, religions or linguistic groups but actively work for national integration.

The Vice-Chancellor/Pro-Vice-Chancellor/Rector

The Vice-Chancellor/Pro-Vice-Chancellor/Rector should :

- (a) Provide inspirational and motivational value-based academic and executive leadership to the university through policy formation, operational management, optimization of human resources and concern for environment and sustainability;
- (b) Conduct himself/herself with transparency, fairness, honesty, highest degree of ethics and decision making that is in the best interest of the university;
- (c) Act as steward of the university's assets in managing the resources responsibility, optimally, effectively and efficiently for providing a conducive working and learning environment;
- (d) Promote the collaborative, shared and consultative work culture in the university, paving way for innovative thinking and ideas;
- (e) Endeavour to promote a work culture and ethics that brings about quality, professionalism, satisfaction and service to the nation and society.
- (f) Refrain from allowing considerations of caste, creed, religion, race, gender or sex in their professional endeavour.

College Principal should;

- (a) Provide inspirational and motivational value-based academic and executive leadership to the college through policy formation, operational management, optimization of human resources and concern for environment and sustainability;
- (b) Conduct himself/herself with transparency, fairness, honesty, highest degree of ethics and decision making that is in the best interest of the college;
- (c) Act as steward of the College's assets in managing the resources responsibility, optimally, effectively and efficiently for providing a conducive working and learning environment;
- (d) Promote the collaborative, shared and consultative work culture in the college, paving way for innovative thinking and ideas;
- (e) Endeavour to promote a work culture and ethics that brings about quality, professionalism, satisfaction and service to the nation and society.
- (f) Adhere to a responsible pattern of conduct and demeanor expected of them by the community;
- (g) Manage their private affairs in a manner consistent with the dignity of the profession;
- (h) Discourage and not indulge in plagiarism and other non ethical behaviour in teaching and research;
- (i) Participate in extension, co-curricular and extra-curricular activities, including the community service.
- (j) Refrain from allowing considerations of caste, creed, religion, race, gender or sex in their professional endeavour.

Director Physical Education and Sports (University/College)/Librarian (University/College) should;

- (A) Adhere to a responsible pattern of conduct and demeanor expected of them by the community;
- (B) Manage their private affairs in a manner consistent with the dignity of the profession;
- (C) Discourage and not indulge in plagiarism and other non ethical behaviour in teaching and research;
- (D) Participate in extension, co-curricular and extra-curricular activities, including the community service.

(C) Refrain from allowing considerations of caste, creed, religion, race, gender or sex in their professional endeavour.

18.0 Maintenance of Standards in Higher-Education Institutions:

In order to maintain the academic standards in higher education, the following recommendations shall be adopted by the respective Universities/Colleges/Institutions:

- i. The process of evaluation for Ph.D shall be uniform in all the universities in accordance with the respective UGC Regulations and their amendments from time to time, in this regard. The Universities shall adopt these Regulations within six months of their notification.
- ii. There shall be special provision of supernumerary Ph.D seats not exceeding 10% of the total seats available in the department, if there is no vacant seat available with the eligible Supervisors in that department, to the in-service teachers for encouraging the faculty members of colleges and universities for getting a Ph.D. degree.
- iii. In order to encourage research and increase country's research output, Universities shall accord permission and provide need-based facility for college teachers to supervise Ph.D./M.Phil. scholars. Universities shall amend their Statutes and Ordinances accordingly.
- iv. All newly-recruited faculty members shall be provided one-time seed money/start up grant/research grant for establishing a basic research/computational facility as per the provisions laid down in these regulations.
- v. The Ph.D. degree shall be made a mandatory requirement for recruitment and promotions in accordance with the provisions laid down in these Regulations.
- vi. Research clusters shall be created amongst the universities/colleges/research institutions within the state for sharing research facilities, human resources, skills and infrastructure to ensure optimal utilisation of resources and to create synergies among higher education institutions.
- vii. An induction programme of one month shall be introduced for all newly-recruited Assistant Professors in the universities /colleges/institutions ideally before the starting of their teaching work, but definitely within one year of the recruitment of the new faculty member. In addition to the Human Resource Development Centres of the UGC, Universities/Institutions with the Pandit Madan Mohan Malviya National Mission on Teachers and Teaching(PMMMNMTT) scheme shall also organize such induction programmes as per their mandate.
- viii. These induction programmes shall be treated at par with the Orientation Programmes already being run by the Human Resource Development Centres of the UGC for the purpose of the CAS requirements. Universities/Colleges/Institutions shall send the faculty members to such programmes in a phased manner so that the teaching work does not suffer.
- ix. All short-term and long-duration capacity-building programmes for teachers/faculty ranging from one week to one month as well as seminars, workshops in different pedagogic and discipline-specific areas being conducted by centres such as Schools of Education (SoEs), Teaching Learning Centres (TLCs), Faculty Development Centres (FDCs), Centres for Excellence in Science and Mathematics (CESMEs), Centres for Academic Leadership and Education Management (CALEMs) under the PMMMNMTT scheme shall be taken into consideration for fulfilment of the requirements as laid down in Career Advancement Scheme of these Regulations.

19.0 Other Terms and Conditions

19.1 Incentives for Ph.D./M.Phil. and other Higher Qualification

- i. Five non-compounded advance increments shall be admissible at the entry level of recruitment as Assistant Professor to persons possessing the degrees of Ph.D. awarded in a relevant discipline by the University following the process of admission, registration, course work and external evaluation as prescribed by the UGC.
- ii. M.Phil degree holders at the time of recruitment to the post of Assistant Professor shall be entitled to two non-compounded advance increments.
- iii. Those possessing Post-graduate degree in the professional course such as LL.M./M.Tech/M.Arch./M.E./M.V.Sc./M.D., etc. recognized by the relevant statutory body/ council, shall also be entitled to two non-compounded advance increments at the entry level.
- iv.
 - a) Teachers who complete their Ph.D. degree while in service shall be entitled to three non-compounded increments fixed at increment applicable at entry level only if such Ph.D. is in a relevant discipline of the

discipline of employment and has been awarded by a University complying with the process prescribed by the UGC for enrolment, course work, evaluation, etc.

- b) However, teachers in service who have already been awarded Ph.D. by the time of coming into force of these Regulations or having been enrolled for Ph.D. have already undergone course-work as well as evaluation, if any, and only Notification in regard to the award of Ph.D. is awarded, shall also be entitled to the award of three non-compounded increments fixed at increment applicable at entry level only, even if the university awarding such Ph.D. has not yet been notified by the UGC as having complied with the process prescribed by the Commission.
- v. In respect of every other case, a teacher who is already enrolled for Ph.D. shall avail the benefit of three non-compounded increments fixed at increment applicable at entry level only if the university awarding the Ph.D. has been notified by the UGC to have complied with the process prescribed by the Commission for the award of Ph.D. in respect of either course-work or evaluation or both, as the case may be.
- vi. Teachers in service who have not yet enrolled for Ph.D. shall therefore, derive the benefit of three non-compounded increments fixed at increment applicable at entry level only on award of Ph.D., while in service only if such enrolment is with a university which complies with the entire process including that of enrolment as prescribed by the UGC.
- vii. Teachers who acquire M.Phil. Degree or a post-graduate degree in a professional course recognised by the relevant Statutory Body / Council, while in service, shall be entitled to one advance increment fixed at increment applicable at entry level only.
- viii. Five non-compounded advance increments shall be admissible to Assistant Librarian / College Librarian who are recruited at entry level with Ph.D. degree in the discipline of library science from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation process for the award of Ph.D. in Library Science.
- ix. (a) Assistant Librarian/College Librarian acquiring the degree of Ph.D. at any time while in service, in the discipline of library science from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation shall be entitled to three non-compounded advance increments fixed at increment applicable at entry level only.
- (b) However, persons in posts of Assistant Librarian/College Librarian on higher positions who have already been awarded Ph.D. in library science at the time of coming into force of these Regulations or having already undergone course-work as well as evaluation, if any, and only Notification in regard to the award of Ph.D. is awaited, shall also be entitled to the award of three non-compounded increments fixed at increment applicable at entry level only.
- x. In respect of every other case of persons in the post of Assistant Librarian / College Librarian or higher positions who are already enrolled for Ph.D. shall avail the benefit three non-compounded increments fixed at increment applicable at entry level only if the university awarding the Ph.D. has been notified by the UGC to have complied with the process prescribed by the Commission for the award of Ph.D. in respect of either course-work or evaluation or both as the case may be.
- xi. Assistant Librarian/College Librarian and others in higher library positions in service who have not yet enrolled for Ph.D. shall therefore, derive the benefit of three non-compounded increments fixed at increment applicable at entry level only on award of Ph.D. while in service only if such enrolment is with a university which complies with the entire process, including that of enrolment as prescribed by the UGC.
- xii. Two non-compounded advance increments shall be admissible for Assistant Librarian/College Librarian with M.Phil. degree in Library Science at the entry level. Assistant Librarian/College Librarian and those in higher positions acquiring M.Phil degree in library science at any time during the course of their service shall be entitled to one advance increment fixed at increment applicable at entry level only.
- xiii. Five non-compounded advance increments shall be admissible to Assistant Director of Physical Education and Sports / College Director of Physical Education and Sports who are recruited at entry level with Ph.D. degree in the discipline of Physical Education/Physical Education and Sports / Sports Science from a university complying with the process prescribed by the UGC in respect of enrolment, course-work and evaluation process for the award of Ph.D. in Physical Education/Physical Education and Sports / Sports Science.

xiv. Notwithstanding anything in the forgoing clauses, those who have already availed the benefit of advance increments for possessing Ph.D./M.Phil at the entry level or in service once either under this regulation or under the earlier schemes/regulations shall not be entitled to the benefit of advance increments under these Regulations.

xv. Teachers, Library and Physical Education and Sports cadres who have already availed the benefits of increments as per the then existing policy for acquiring Ph.D./M.Phil. while in service shall not be entitled to advance increments under these Regulations.

xvi. For posts at the entry level where no such advance increments were admissible for possessing Ph.D./M.Phil. under the earlier schemes/regulations, the benefit of advance of increments for possessing Ph.D./M.Phil shall be available to only those appointments which have been made on or after the coming into force of these Regulations.

19.2 Promotion

When an individual gets a promotion, his new pay on promotion would be fixed in the Pay Matrix as follows:

On promotion, the teacher or equivalent position would be given a notional increment in his/her existing Academic Level of Pay, by moving him/her to the next higher Cell at that Level; and the pay shown in this Cell would now be located in the new Academic Level corresponding to the post to which he/she has been promoted. If a Cell identical with that pay is available in the new Level, that Cell shall be the new pay, otherwise the next higher Cell in that Level shall be the new pay of the teacher or equivalent position. If the pay arrived at in this manner is less than the first Cell in the new Level, then the pay shall be fixed at the first Cell of the new Level.

19.3 Allowances and Benefits

I. Other allowances and benefits, such as Hometown Travel Concession, Leave Travel Concession, Special Compensatory Allowances, Children's Education Allowance, Transport Allowance, House Rent Allowance, House Building Allowance, Deputation Allowance, Travelling Allowance, Dearness Allowance, Area-based Special Compensatory Allowance etc. for teachers and Library and Physical Education and Sports Cadres, shall be as applicable to the Central Government employees and be governed by the relevant rules as notified by the Government of India from time to time.

II. Pension, Gratuity, ex-gratia compensation etc. as applicable to Central/State Government employees shall also be applicable to teachers and Library and Physical Education and Sports Cadres of Central/State Universities and Colleges including affiliated and constituent Colleges as the case may be.

III. Medical Benefits: All medical benefits for teachers and Library and Physical Education Cadres, shall be as applicable to the Central Government employees. Further, the Teachers and Library and Physical Education Cadres may be placed under Central Government Health Scheme or any other such scheme of the Central Government/ Health Scheme of respective State Government, as the case may be, for Central/State Universities/Colleges respectively.

APPENDICES

Appendix I	Fitment Tables for fixation of pay of the existing incumbents, who were in position as on 01.01.2016, in various categories of posts indicated in the tables (MHRD Notification MHRD letters No. Corrigendum F.No.1-7/2015-U.II(1) dated 08.11.2017)
Appendix II	<p><u>Assessment Criteria and Methodology</u></p> <p>Table 1 to 3 - For University and College Teachers</p> <p>Table 4 - For Assistant Librarian, Deputy Librarian, Librarian etc.</p> <p>Table 5 - For Assistant Director/Deputy Director/Director Physical Education and Sports etc.</p>

SANJEEV KUMAR NARAYAN, Under Secy.

[ADVT.-III/4/Exty./147/18]

Appendix I

Fitment Tables for fixation of pay of the existing incumbents, who were in position as on 01.01.2016, in various categories of posts indicated in the tables

F.No.1-7/2015-U.H(1)
Government of India
Ministry of Human Resource Development
Department of Higher Education
University Education

Shanti Khavan, New Delhi
Dated 8 November, 2017

Corrigendum

Subject: Scheme of revision of pay of teachers and equivalent cadres in universities and colleges following the revision of pay scales of Central Government employees on the recommendations of the 7th Central Pay Commission (CPC).

In the order of the Government of India in the Ministry of Human Resource Development (Department of Higher Education) no. 1-7/2015-U.H(1) dated 2.11.2017 in the Annexure (Page 9) appended to the said order, errors mentioned as

- (a) Cell Academic level 18, row 8 may be read as "34,700" instead of "34,100"
(b) Cell Academic level 15A, row 18 may be read as "3,55,100" instead of "2,04,100"
(c) Cell Academic level 16, row 9 may be read as "1,33,700" instead of "1,33,100"

B. The rest of the content of the above order remains the same.

M. K. Tripathy
(Dr. M.K. Tripathy) Director

To,

1. The Secretary, University Grants Commission, Bahadurshah Zafar Marg, New Delhi - 110 002.
2. Vice-Chancellors of all Central Universities/ Institutions Deemed to be Universities fully funded by the Central Government.
3. Principal Secretary to Prime Minister, South Block, Central Secretariat, New Delhi.
4. Secretary (Coordination), Education, Government, Bahadurshah Zafar Marg, New Delhi.
5. Secretary, Department of Expenditure, South Block, New Delhi.
6. Secretary, Department of Technical Education, South Block, New Delhi.
7. Secretary, Department of Agricultural Research and Education, Kirti Bhawan, New Delhi.
8. Secretary, Ministry of Health and Family Welfare (attached Education), Human Resource, New Delhi.
9. Member Secretary, All India Council for Technical Education, New Delhi.
10. Chief Secretaries of all State Governments.
11. Web Master, Ministry of Human Resource Development for publication on the website of the Ministry, hosted by the National Information Centre.

Annexure-I

Pay Matrix

Pay Band (Rs.)	15,600-39,100			37,800-67,000		
Gross Pay (Rs.)	6,000	7,000	8,500	9,000	10,000	0
Index of Rationalization	2.67	2.67	2.67	2.67	2.72	2.72
Entry Pay (Rs.)	21,600	25,700	28,000	49,200	53,000	67,600
Ascentic Level	1D	1E	1F	1GA	1A	1B
Rationalized Entry Pay (Band 1)	87,700	89,900	78,000	1,11,400	1,44,200	1,35,200
2	89,700	92,600	80,500	1,30,500	1,48,000	1,57,000
3	91,500	95,100	84,700	1,35,200	1,58,000	1,65,000
4	93,800	98,300	87,500	1,45,000	1,67,000	1,85,000
5	94,900	97,600	89,000	1,47,000	1,62,300	2,05,700
6	95,800	99,000	92,500	1,52,300	1,67,200	2,11,500
7	98,800	92,000	95,900	1,68,000	1,72,200	2,17,000
8	70,000	84,000	95,500	1,61,000	1,77,400	2,24,100
9	73,000	87,000	1,01,300	1,66,400	1,82,700	
10	75,300	89,000	1,04,400	1,71,400	1,88,200	
11	77,000	92,000	1,02,200	1,78,000	1,93,900	
12	73,000	95,000	1,10,400	1,81,000	1,99,000	
13	82,000	98,000	1,18,700	1,87,000	2,04,000	
14	84,700	1,01,300	1,17,100	1,92,000	2,11,000	
15	87,200	1,04,200	1,20,500	1,98,700	2,18,000	
16	88,000	1,07,000	1,24,200	2,04,700		
17	92,000	1,12,000	1,27,000	2,10,000		

K. K. T. 10/11

Pay Band (Rs.)	15,600-39,100			37,800-67,000		
18	95,300	1,13,800	1,31,700	2,17,100		
19	98,200	1,17,200	1,35,700			
20	1,01,700	1,20,700	1,39,000			
21	1,04,100	1,24,300	1,44,000			
22	1,07,200	1,28,200	1,48,300			
23	1,10,400	1,31,000	1,52,700			
24	1,13,700	1,35,000	1,57,300			
25	1,17,100	1,39,000	1,62,000			
26	1,20,000	1,44,100	1,66,000			
27	1,24,200	1,48,000	1,71,000			
28	1,27,000	1,52,000	1,77,100			
29	1,31,000	1,57,000	1,82,400			
30	1,35,700	1,62,200	1,87,000			
31	1,39,000	1,67,100	1,93,000			
32	1,44,000	1,72,100	1,98,300			
33	1,48,000	1,77,300	2,05,300			
34	1,52,700	1,82,600	2,11,500			
35	1,57,000	1,86,100				
36	1,62,000	1,93,700				
37	1,68,000	1,98,500				
38	1,71,000	2,03,500				
39	1,77,000					
40	1,82,000					

K. K. T. 10/11

Appendix II

Table 1

Assessment Criteria and Methodology for University/College Teachers

S.No.	Activity	Grading Criteria
1.	Teaching: (Number of classes taught/total classes assigned)x100% (Classes taught includes sessions on tutorials, lab and other teaching related activities)	80% & above - Good Below 80% but 70% & above-Satisfactory Less than 70% - Not satisfactory
2.	Involvement in the University/College students related activities/research activities: <i>(a)</i> Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc. <i>(b)</i> Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation. <i>(c)</i> Student related co-curricular, extension and field based activities such as student clubs, career counselling, study visits, student seminars and other events, cultural, sports, NCC, NSS and community services. <i>(d)</i> Organising seminars/ conferences/ workshops, other college/university activities. <i>(e)</i> Evidence of actively involved in guiding Ph.D students. <i>(f)</i> Conducting minor or major research project sponsored by national or international agencies. <i>(g)</i> At least one single or joint publication in peer-reviewed or UGC list of Journals.	Good - Involved in at least 3 activities Satisfactory - 1-2 activities Not-satisfactory - Not involved / undertaken any of the activities Note: Number of activities can be within or across the broad categories of activities
<p>Overall Grading: Good: Good in teaching and satisfactory or good in activity at SI.No.2. Or Satisfactory: Satisfactory in teaching and good or satisfactory in activity at SI.No.2. Not Satisfactory: If neither good nor satisfactory in overall grading</p> <p>Note: For the purpose of assessing the grading of Activity at Serial No. 1 and Serial No. 2, all such periods of duration which have been spent by the teacher on different kinds of paid leaves such as Maternity Leave, Child Care Leave, Study Leave, Medical Leave, Extraordinary Leave and Deputation shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration and the same shall be extrapolated for the entire period of assessment to arrive at the grading of the teacher. The teacher on such leaves or deputation as mentioned above shall not be put to any disadvantage for promotion under CAS due to his/her absence from his/her teaching responsibilities subject to the condition that such leave/deputation was undertaken with the prior approval of the competent authority following all procedures laid down in these regulations and as per the acts, statutes and ordinances of the parent institution.</p>		

Table 2

Methodology for University and College Teachers for calculating Academic/Research Score

(Assessment must be based on evidence produced by the teacher such as: copy of publications, project sanction letter, utilization and completion certificates issued by the University and acknowledgements for patent filing and approval letters, students' Ph.D. award letter, etc.,)

S.N.	Academic/Research Activity	Faculty of Sciences /Engineering / Agriculture / Medical /Veterinary Sciences	Faculty of Languages / Humanities / Arts / Social Sciences / Library /Education / Physical Education / Commerce / Management & other related disciplines
1.	Research Papers in Peer-Reviewed or UGC listed Journals	08 per paper	10 per paper
2.	Publications (other than Research papers)		
	(a) Books authored which are published by :		
	International publishers	12	12
	National Publishers	10	10
	Chapter in Edited Book	05	05
	Editor of Book by International Publisher	10	10
	Editor of Book by National Publisher	08	08
	(b) Translation works in Indian and Foreign Languages by qualified faculties		
	Chapter or Research paper	03	03
	Book	08	08
3.	Creation of ICT mediated Teaching Learning pedagogy and content and development of new and innovative courses and curricula		
	(a) Development of Innovative pedagogy	05	05
	(b) Design of new curricula and courses	02 per curricula/course	02 per curricula/course
	(c) MOOCs		
	Development of complete MOOCs in 4 quadrants (4 credit course)(In case of MOOCs of lesser credits 05 marks/credit)	20	20
	MOOCs (developed in 4 quadrant) per module/lecture	05	05
	Content writer/subject matter expert for each module of MOOCs (at least one quadrant)	02	02
	Course Coordinator for MOOCs (4 credit course)(In case of MOOCs of lesser credits 02 marks/credit)	08	08
	(d) E-Content		
	Development of e-Content in 4 quadrants for a complete course/e-book	12	12
	e-Content (developed in 4 quadrants) per module	05	05
	Contribution to development of e-content module in complete course/paper/e-book (at least one quadrant)	02	02
	Editor of e-content for complete course/ paper /e-book	10	10
4	(a) Research guidance		

	Ph.D.	10 per degree awarded 05 per thesis submitted	10 per degree awarded 05 per thesis submitted
	M.Phil/P.G dissertation	02 per degree awarded	02 per degree awarded
	(b) Research Projects Completed		
	More than 10 lakhs	10	10
	Less than 10 lakhs	05	05
	(c) Research Projects Ongoing :		
	More than 10 lakhs	05	05
	Less than 10 lakhs	02	02
	(d) Consultancy	03	03
5	(a) Patents		
	International	10	10
	National	07	07
	(b) *Policy Document (Submitted to an International body/organisation like UNO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)		
	International	10	10
	National	07	07
	State	04	04
	(c) Awards/Fellowship		
	International	07	07
	National	05	05
6.	*Invited lectures / Resource Person/ paper presentation in Seminars/ Conferences/full paper in Conference Proceedings (Paper presented in Seminars/Conferences and also published as full paper in Conference Proceedings will be counted only once)		
	International (Abroad)	07	07
	International (within country)	05	05
	National	03	03
	State/University	02	02

The Research score for research papers would be augmented as follows :

Peer-Reviewed or UGC-listed Journals (Impact factor to be determined as per Thomson Reuters list) :

- i) Paper in refereed journals without impact factor - 5 Points
 - ii) Paper with impact factor less than 1 - 10 Points
 - iii) Paper with impact factor between 1 and 2 - 15 Points
 - iv) Paper with impact factor between 2 and 5 - 20 Points
 - v) Paper with impact factor between 5 and 10 - 25 Points
 - vi) Paper with impact factor >10 - 30 Points
- (a) Two authors: 70% of total value of publication for each author.
- (b) More than two authors: 70% of total value of publication for the First/Principal/Corresponding author and 30% of total value of publication for each of the joint authors.

Joint Projects: Principal Investigator and Co-investigator would get 50% each.

Note:

- Paper presented if part of edited book or proceeding then it can be claimed only once.
- For joint supervision of research students, the formula shall be 70% of the total score for Supervisor and Co-supervisor. Supervisor and Co-supervisor, both shall get 7 marks each.
- *For the purpose of calculating research score of the teacher, the combined research score from the categories of 5(b), Policy Document and 6. Invited lectures/Resource Person/Paper presentation shall have an upper capping of thirty percent of the total research score of the teacher concerned.
- The research score shall be from the minimum of three categories out of six categories.

Table: 3 A**Criteria for Short-listing of Candidates for Interview for the Post of Assistant Professors in Universities**

S.N.	Academic Record	Score		
1.	Graduation	80% & Above = 15	60% to less than 80% = 13	55% to less than 60% = 10 45% to less than 55% = 05
2.	Post-Graduation	80% & Above = 25	60% to less than 80% = 23	55% (50% in case of SC/ST/OBC (non-creamy layer)/PWD) to less than 60% = 20
3.	M.Phil.	60% & above = 07	55% to less than 60% = 05	
4.	Ph.D.	30		
5.	NET with JRF	07		
	NET	05		
	SLET/SET	03		
6.	Research Publications (2 marks for each research publications published in Peer-Reviewed or UGC-listed Journals)	10		
7.	Teaching / Post Doctoral Experience (2 marks for one year each)#	10		
8.	Awards			
	International / National Level (Awards given by International Organisations/ Government of India / Government of India recognised National Level Bodies)	03		
	State-Level (Awards given by State Government)	02		

#However, if the period of teaching/Post-doctoral experience is less than one year then the marks shall be reduced proportionately.

Note:

- (A) (i) M.Phil + Ph.D Maximum - 30 Marks
(ii) JRF/NET/SET Maximum - 07 Marks
(iii) In awards category Maximum - 03 Marks
- (B) Number of candidates to be called for interview shall be decided by the concerned universities.

(C)

Academic Score	-	80
Research Publications	-	10
Teaching Experience	-	10
Total	-	100

(D) Score shall be valid for appointment in respective State SLET/SET Universities/ Colleges/ Institutions only

Table: 3 B**Criteria for Short-listing of candidates for Interview for the Post of Assistant Professors in Colleges**

S.N.	Academic Record	Score			
		80% & Above = 21	60% to less than 80% = 19	55% to less than 60% = 16	45% to less than 55% = 10
1.	Graduation	80% & Above = 21	60% to less than 80% = 19	55% to less than 60% = 16	45% to less than 55% = 10
2.	Post-Graduation	80% & Above = 25	60% to less than 80% = 23	55% (50% in case of SC/ST/OBC (non-creamy layer)/PWD) to less than 60% = 20	
3.	M.Phil.	60% & above = 07	55% to less than 60% = 05		
4.	Ph.D.	25			
5.	NET with JRF	10			
	NET	08			
	SLET/SET	05			
6.	Research Publications (2 marks for each research publications published in Peer-Reviewed or UGC-listed Journals)	06			
7.	Teaching / Post Doctoral Experience (2 marks for one year each)#	10			
8.	Awards				
	International / National Level (Awards given by International Organisations/ Government of India / Government of India recognised National Level Bodies)	03			
	State-Level (Awards given by State Government)	02			

However, if the period of teaching/post-doctoral experience is less than one year then the marks shall be reduced proportionately.

Note :

(A)

- | | | | | |
|-------|--------------------|---------|---|----------|
| (i) | M.Phil. + Ph.D. | Maximum | - | 25 Marks |
| (ii) | JRF/NET/SET | Maximum | - | 10 Marks |
| (iii) | In awards category | Maximum | - | 03 Marks |

- (B) Number of candidates to be called for interview shall be decided by the college.
- (C) Academic Score - 84
 Research Publications - 06
 Teaching Experience - 10
 TOTAL - 100
- (D) SLET/SET score shall be valid for appointment in respective State Universities/Colleges/institutions only.

Table 4
Assessment Criteria and Methodology for Librarians

S.No.	Activity	Grading Criteria
1	<p>Regularity of attending library (calculated in terms of percentage of days attended to the total number of days he/she is expected to attend)</p> <p>While attending in the library, the individual is expected to undertake, inter alia, following items of work:</p> <ul style="list-style-type: none"> • Library Resource and Organization and maintenance of books, journals and reports. • Provision of Library reader services such as literature retrieval services to researchers and analysis of report. • Assistance towards updating institutional website 	<p>90% and above - Good</p> <p>Below 90% but 80% and above - Satisfactory</p> <p>Less than 80% - Not satisfactory</p>
2.	Conduct of seminars/workshops related to library activity or on specific books or genre of books.	<p>Good - 1 National level seminar/ workshop + 1 State/institution level workshop/Seminar</p> <p>Satisfactory - 1 National level seminar/ workshop or 1 state level seminar/ workshop + 1 institution level seminar/ workshop or 4 institution seminar / workshop</p> <p>Unsatisfactory - Not falling in above two categories</p>
3.	<p>If library has a computerized database then OR If library does not have a computerized database</p>	<p>Good - 100% of physical books and journals in computerized database.</p> <p>Satisfactory - At least 99% of physical books and journals in computerized database.</p> <p>Unsatisfactory - Not falling under good or satisfactory.</p> <p>OR</p> <p>Good - 100% Catalogue database made up to date</p> <p>Satisfactory- 90% catalogue database made up to date</p> <p>Unsatisfactory - Catalogue database not upto mark.</p> <p>(To be verified in random by the CAS Promotion Committee)</p>

4.	Checking inventory and extent of missing books	Good : Checked inventory and missing book less than 0.5% Satisfactory - Checked inventory and missing book less than 1% Unsatisfactory - Did not check inventory Or Checked inventory and missing books 1% or more.
5.	(i) Digitisation of books database in institution having no computerized database. (ii) Promotion of library network. (iii) Systems in place for dissemination of information relating to books and other resources. (iv) Assistance in college administration and governance related work including work done during admissions, examinations and extracurricular activities. (v) Design and offer short-term courses for users. (vi) Publications of at least one research paper in UGC approved journals.	Good : Involved in any two activities Satisfactory : At least one activity Not Satisfactory : Not involved/ undertaken any of the activities.
Overall Grading	Good : Good in Item 1 and satisfactory/good in any two other items including Item 4. Satisfactory : Satisfactory in Item 1 and satisfactory/good in any other two items including Item 4. Not satisfactory : If neither good nor satisfactory in overall grading.	
Note :		
<p>(1) It is recommended to use ICT technology to monitor the attendance of library staff and compute the criteria of assessment.</p> <p>(2) The Librarian must submit evidence of published paper, participation certificate for refresher or methodology course, successful research guidance from Head of Department of the concerned department, project completion.</p> <p>(3) The system of tracking user grievances and the extent of grievances redressal details may also be made available to the CAS promotion committee.</p>		

Table 5**Assessment Criteria and Methodology for Directors of Physical Education and Sports**

S. No.	Activity	Grading Criteria
1	Attendance calculated in terms of percentage of days attended to the total number of days he is expected to attend.	90 and above - Good Above 80 but below 90- Satisfactory. Less than 80 - Not satisfactory.
2	Organizing intra college competition	Good - Intra college competition in more than 5 disciplines. Satisfactory - Intra college competition in 3-5 disciplines. Unsatisfactory - Neither good nor satisfactory.

3.	Institution participating in external competitions	Good - National level competition in at least one discipline plus State/District level competition in at least 3 disciplines. Satisfactory- State level competition in at least one discipline plus district level competition in at least 3 disciplines. Or District level competition in at least 5 disciplines. Unsatisfactory - Neither good nor satisfactory.
4.	Up-gradation of sports and physical training infrastructure with scientific and technological inputs. Development and maintenance of playfields and sports and physical Education facilities.	Good/Satisfactory/Not-Satisfactory to be assessed by the Promotion committee.
5.	(i)At least one student of the institution participating in national/ state/ university (for college levels only) teams. Organizing state/national/inter university/inter college level competition. (ii)Being invited for coaching at state/national level. (iii)Organizing at least three workshops in a year. (iv)Publications of at least one research paper in UGC approved journal. Assistance in college administration and governance related work including work done during admissions, examinations and extracurricular college activities.	Good: Involved in any two activities. Satisfactory: 1 activity Not Satisfactory : Not involved/ undertaken any of the activities.
Overall Grading	Good: Good in Item 1 and satisfactory/good in any two other items. Satisfactory: Satisfactory in Item 1 and satisfactory/good in any other two items. Not Satisfactory: If neither good nor satisfactory in overall grading.	
Note: i)It is recommended to use ICT technology to monitor the attendance of sports and physical education and compute the criteria of assessment. ii)The institution must obtain student feedback. The feed-backs must be shared with the concerned Director of Physical and Education and Sports and also the CAS Promotion committee. iii)The system of tracking user grievances and the extent of grievance redressal details may also be made available to the CAS Promotion Committee.		

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