

JANANAYAK CHANDRASHEKHAR UNIVERSITY, BALLIA

In pursuance of the provisions of clause (3) of Article 348 of the Constitution, the Governor is pleased to order the publication of the following English translation of the notification no. 709 dated 11 september, 2015

Notification

No. /LXX-1-2019-16(32)-2018

Lucknow, Dated **October 2019**

In exercise of the Powers under sub-section (1) of section 50 of the Uttar Pradesh State Universities Act, 1973 (President's Act no.10 of 1973), as amended and re-enacted by the Uttar Pradesh Universities (Re-enactment and Amendment) Act, 1974 (U.P. Act No. 29 of 1974) the Governor is pleased to make the following First Statutes for Jananayak Chandrashekhhar University, Ballia

First Statutes of Jananayak Chandrashekhhar University, Ballia (2019)

CHAPTER I

PRELIMINARY

- 1.01.** (1) These Statutes may be called **Jananayak Chandrashekhhar University, Ballia**
(2) They shall come into force with effect from the date of publication in Gazette.
- 1.02.** In these Statutes, unless the context otherwise requires -
- (a) 'Act' means the Uttar Pradesh State Universities Act, 1973, as re-enacted by the Uttar Pradesh Universities (Re-enactment and Amendment) Act, 1974 and as amended from time to time;
 - (b) 'Clause' means a clause of the statute in which that expression occurs;
 - (c) 'Government' means the Government of Uttar Pradesh;
 - (d) 'Section' means a section of the Act;
 - (e) 'University' means Jananayak Chandrashekhhar University, Ballia, and
 - (f) Words and expressions used in the Act but not defined in these Statutes shall have the meaning assigned to them in the Act.
- 1.03.** In these Statutes, all references to the age of a teacher shall be construed to be references to the date of birth of the teacher concerned as mentioned in his High School certificate or that of any other examination recognized as equivalent thereto.

CHAPTER II

OFFICERS AND OTHER FUNCTIONARIES OF THE UNIVERSITY

(A) The Chancellor

- 2.01.** (1) The Chancellor may, while considering any matter referred to him under Section 68, call for such document or information from the University or parties concerned, as he may deem necessary and may, in any other case, call for any documents or information from the University.
(2) Where the Chancellor calls for any documents or information from the University under clause

Sections 49 &
50

Sections 10(4)
& 49 (c)

(1), it shall be the duty of the Registrar to ensure that such documents or information are promptly supplied to him.

- (3) If in the opinion of the Chancellor, the Vice Chancellor willfully omits or refuses to carry out the provisions of the Act or these Statutes or abuses the powers vested in him and if it appears to the Chancellor that the continuance of the Vice-Chancellor in office is detrimental to the interests of the University, the Chancellor may, after making such inquiry as he deems proper, by order, remove the Vice-Chancellor.
- (4) The Chancellor shall have power to suspend the Vice-Chancellor during the pendency or in contemplation of an inquiry referred to in clause (3).

(B) The Vice - Chancellor

Sections 13 (9)
& 49(c)

2.02.

The Vice-Chancellor shall have power to call for such documents and information from an associated college in respect of any matter connected, with teaching, examination, research, finance or any matter affecting the discipline or efficiency of teaching in the college, as he thinks fit.

(C) The Finance Officer

Section 9 (e)

2.03.

When the office of the Finance Officer is vacant or when the Finance Officer is by reason of illness, absent or if due to any other cause the Finance Officer is unable to perform the duties of his office, the duties of the office shall be performed by one of the Deans of the Faculties nominated by the Vice-Chancellor and if for any reason the same is not feasible, then by the Registrar or by such officer as may be nominated by the Vice - Chancellor.

Sections
15(7) &
49 (c)

2.04.

The duties of the Finance Officer

The Finance Officer —

- (a) shall exercise general supervision over the funds of the University;
- (b) may advise in any financial matter either *suo moto* or on his advice being sought;
- (c) shall keep a constant watch on the state of the cash and bank balances, and on the state of investments;
- (d) shall collect the income, disburse the payments and maintain the accounts of the University;
- (e) shall ensure that the registers of building, land, furniture and equipments are maintained up to date and that stock checking of equipments and other consumable materials is conducted regularly in the University;
- (f) shall probe into any unauthorized expenditure and other financial irregularities and suggest the competent authority to take disciplinary action against persons at fault;
- (g) may call for any information or return from any department or unit of the University that he may consider necessary for the performance of his duties;
- (h) shall arrange for the conduct of continuous internal audit of the accounts of the University and shall pre-audit such bills as may be required in accordance with any standing orders in that behalf;
- (i) shall perform such other functions in respect of financial matters as may be assigned to him by the Executive Council or the Vice - Chancellor;
- (j) shall, subject to the provisions of the Act and the Statutes, exercise disciplinary control over all the employees in the Audit and Accounts Section of the University below the rank of the Assistant Registrar (Accounts) and shall supervise the work of the Deputy/Assistant Registrar (Accounts) and the Accounts Officer.

Sections 13

2.05.

If any difference of opinion arises between the Vice-Chancellor and the Finance Officer on any

matter concerning the performance of the functions of the Finance Officer, the question shall be referred to the State Government whose decision shall be final and binding on both the officers.

(D) The Registrar

Sections 13
(9), 16(4),
21(i) (vii),
21(8), 49(c)
& (c)

2.06. (1) Subject to the provisions of the Act and the Statutes, the Registrar shall have disciplinary control over all employees of the University, other than the following, namely -

- (a) officers of the University;
- (b) teachers of the University, whether in relation to their work as teacher or while holding any remunerative office or in any other capacity such as examiner or invigilator;
- (c) the Librarian;
- (d) other employees referred to in section 17 of the Act;

(2) The power to take disciplinary action under clause (1) shall include the power to order dismissal, removal, reduction in rank, reversion, termination or compulsory retirement of an employee referred to in the said clause, and shall also include the power to suspend such employee during pendency of or in contemplation of any inquiry.

(3) No order shall be made under clause (2) except after an inquiry in which the employee has been informed of the charges against him and given a reasonable opportunity of being heard in respect of those charges and where it is proposed after such inquiry, to impose upon him any such penalty, until he has been given a reasonable opportunity of making representation on the penalty proposed, but only on the basis of the evidence adduced during such inquiry.

Provided that this clause shall not apply in the following cases, notwithstanding that the order is based on any charge (including a charge of misconduct or inefficiency), if such order does not disclose on its face that it was passed on such basis -

- (a) an order of reversion of an officiating promotee to his substantive rank.
- (b) an order of termination of service of a temporary employee.
- (c) an order of compulsory retirement of an employee after he attains the age of fifty years.
- (d) an order of suspension.

Sections 21 &
49

2.07. An employee of the University aggrieved by an order referred to in Statute 2.06 may prefer an appeal (through the Registrar) to the Disciplinary Committee constituted under Statute 8.10 within fifteen days from the date of service of such order on him. The decision of the Committee on such an appeal shall be final.

Section 16

2.08. Subject to the provisions of the Act, it shall be the duty of the Registrar:-

- (a) to be the custodian of all properties of the University unless otherwise provided for by the Executive Council;
- (b) to issue all notices convening meetings of the various Authorities referred to in sub-section (4) of section 16 with the approval of the competent authority concerned and to keep the minutes of all such meetings;
- (c) to conduct the official correspondence of the Court, the Executive and the Academic Council and to enter into agreement;
- (d) to exercise all such powers as may be necessary or expedient for carrying into effect the orders of the Chancellor, Vice-Chancellor or various authorities or bodies of the University of which he acts as Secretary;
- (e) to represent the University in suit or proceedings by or against the University, sign powers of attorney and verify pleadings.

(E) Deans of Faculties

**Sections 27
(4) & 49 (b)**

2.09. (1) If a casual vacancy occurs in the office of the Dean of any faculty or there is no Professor in any faculty, the duties of the office of Dean shall be performed by the Vice Chancellor, Pro-Vice-Chancellor or such Professor as the Vice-Chancellor may appoint for the purpose.

(2) no person shall continue to be a Dean after he has ceased to hold the post by virtue of which he came to hold the office of Dean.

**Sections 27
(4) & 64 (2)**

2.10. (1) A teacher who on the date of commencement of these Statutes has: -

(a) held the office of Dean for a period of three years or more, shall be deemed to have had his turn and the teacher next eligible in order of seniority shall assume office as Dean with effect from the commencement of these Statutes;

(b) not completed three years as Dean shall continue to hold the office of Dean till the completion of the period of three years and on such completion the teacher next eligible in order of seniority shall assume office as Dean.

(2) For the purpose of computing the period during which a teacher has held the office of Dean;

(a) any period during which such teacher was prevented from entering upon or continuing in the office of Dean by an order of any Officer of the University or of any court, shall be excluded;

(b) any period during which any teacher has, under an order of any officer of the University or of any court, been allowed to hold the office of Dean, it being ultimately found that he was not legally entitled to hold such office during that period, shall count towards his term of office of Dean when he next gets his turn.

**Sections 18 &
49 (c)**

2.11. The Dean of the Faculty shall have the following duties and powers:

(i) he shall preside over all meetings of the Board of Faculty and shall see that the various decisions of the Board are implemented.

(ii) he shall be responsible for bringing the financial and other needs of the faculty to the notice of the Vice-Chancellor.

(iii) he shall take necessary measures for the proper custody and maintenance of libraries, laboratories and other assets of the departments comprised in the faculty.

(iv) he shall have the right to be present and to speak at any meeting of the Boards of Studies pertaining to his faculty but shall have no right to vote thereat unless he is a member thereof.

(F) The Dean of Students' Welfare

**Sections 18,
21(1) (xvii) &
49(c)**

2.12. The Dean of Students' Welfare shall be appointed from amongst the teachers of the University, who possess teaching experience of not less than 15 years and who are not below the rank of a Professor, by the Executive Council on the recommendation of the Vice-Chancellor.

Section 49

2.13. The teacher who is appointed as Dean of Students' Welfare shall perform his duties as Dean in addition to his own duties as teacher.

Section 49

2.14. The term of office of the Dean of Students' Welfare shall be three years unless terminated earlier by the Executive Council:

Provided that the Dean of Students' Welfare holding office as such on the date immediately preceding the date of commencement of these statutes shall be deemed to have been appointed under Statute 2.12.

- 2.15. (1) The Dean of Students' Welfare shall be assisted by a set of teachers (to be selected in the manner laid down in the Ordinances), who shall perform their duties in addition to their normal duties of teacher. The teachers so selected shall be called Assistant Deans of Students' Welfare.
- (2) One of the Assistant Deans of Students' Welfare shall be appointed from amongst the lady teachers of the University who shall look after the welfare of the girl students.
- 2.16. (1) It shall be the duty of the Dean of Students' Welfare and the Assistant Deans of Students' Welfare to assist generally the students in matters requiring help and guidance and, in particular, to help and advice students and prospective students in -
- (i) Obtaining admission to the University and its courses.
 - (ii) The choice of suitable courses and hobbies.
 - (iii) Finding living accommodation.
 - (iv) Making mess arrangements
 - (v) Obtaining medical advice and assistance.
 - (vi) Securing scholarships, stipends, part-time employment and other pecuniary assistance.
 - (vii) Obtaining travel facilities for holidays and educational excursions.
 - (viii) Securing facilities for further studies abroad and;
 - (ix) Conducting themselves in proper pursuit of academic studies as to maintain the traditions of the University.
- (2) The Dean of Students' Welfare may communicate with the guardian of a student in respect of any matter requiring his assistance when necessary.
- 2.17. The Dean of Students' Welfare shall exercise general control over the University Medical Officer. He shall perform such other duties as may be assigned to him by the Executive Council or the Vice-Chancellor.
- 2.18. The Vice-Chancellor may consult with the Dean of Students' Welfare before taking any action against a student on disciplinary grounds.
- 2.19. The Dean of Students' Welfare may be paid such honorarium out of the funds of the University as the Vice-Chancellor may fix with prior approval of the State Government.

(G) Head of Department

Section 27 (6)

- 2.20 (1) The appointment of the Head of Department shall be made by the Vice-Chancellor in pursuance of the principle of rotation to the possible extent. Such appointment shall be intimated to the Executive Council.
- (2) Notwithstanding anything contained in clause (1), if a senior teacher who under existent rotation is senior to those who have served as heads of the department or those junior teachers, who have been serving in the same capacity, could not be appointed on the post of the Head of Department for some reason, it shall be upon the Vice-Chancellor that he appoints the senior teacher as Head of the department in the department concerned as and when the post of Head of the department falls vacant, provided that he is eligible to be appointed as such;
- (3) The tenure of the Head of department shall be of three years' duration. Normally, a person shall not be appointed as the Head of the department for second consecutive term;
- (4) Notwithstanding anything contained in clauses (1) and (2), in the event of pendency in the appointment of the Head of the department or in case of absence due to leave, the Vice-Chancellor after assessing the situation prevalent, may direct a Professor or a Associate Professor of the department concerned, either to respond the duties of the Head of the department or to perform as the Head of the department, as the case may be purely on adhoc basis.
- (5) The Head of each department shall exclusively be the Professor of the department concerned. In case, there is only one Professor in a department or a Professor does not possess eligibility to be appointed as Head of the department, an Associate Professor may be appointed as Head of the department and in case, no Professor or Associate Professor in a department is eligible to be

appointed as Head of the department, the Dean of the faculty concerned shall perform the duties of the Head of the department concerned.

- (6) The Heads of the Department who have completed their tenure of three years shall be replaced immediately and who have not yet completed their tenure of three years, shall be replaced after they complete residue tenure.
- (7) A Head of a Department on attaining the age of superannuation of teachers shall cease to hold office as such.

(H) The Librarian

- 2.21. (1) The Librarian shall be appointed by the Executive Council on the recommendation of a Selection Committee.
- (2) The librarian may be assisted by Deputy Librarian and Assistant Librarian against the posts approved by the State Government.
- (3) Selection Committees for the posts of Librarian, Deputy Librarian and Assistant Librarian shall be the same as that of a Professor, Associate Professor and Assistant Professor respectively, except the concerned expert in Library, a practicing Librarian shall be associated with the Selection Committee as one of the subject expert.
- 2.22. The minimum qualification of the Librarian, Deputy Librarian and Assistant Librarian shall be such as are provided in sub-statute 11.13.05.

(I) The Proctor

- | | | |
|-------------------------|-------|---|
| Sections 18 and 49 (c) | 2.23. | The Proctor shall be appointed from amongst the teachers of the University by the Executive Council on the recommendation of the Vice-Chancellor. The Proctor shall assist Vice-Chancellor in the exercise of his disciplinary authority in respect of students' of the University and shall exercise such power and perform such duties in respect of discipline as may be assigned to him by the Vice-Chancellor in this behalf. |
| Section 49(c) | 2.24. | The Proctor may be assisted by Deputy/Assistant Proctors whose number shall be fixed by the Executive Council from time to time. |
| Section 49(c) | 2.25. | The Deputy/Assistant Proctors shall be appointed by the Vice-Chancellor in consultation with the Proctor. |
| Sections 49(c) & 49(e) | 2.26. | <p>The Proctor, the Deputy Proctor and the Assistant Proctors shall hold office for one year and shall be eligible for re-appointment:</p> <p>Provided that for so long as his successor is not appointed every Proctor, Deputy Proctor or Assistant Proctor shall continue in office:</p> <p>Provided further that the Executive Council may, on the recommendation of the Vice-Chancellor, remove the Proctor before the expiry of the said period:</p> <p>Provided also that the Vice Chancellor may remove a Deputy / Assistant Proctor before the expiry of the said period.</p> |
| Sections 49 (c) & 49(e) | 2.27. | The Proctor, the Deputy Proctor and the Assistant Proctors may be paid such honorarium out of the funds of the University, as may be fixed by the Vice-Chancellor with prior approval of the State Government |

(J) Other Officers of the University

- 2.28. All members of the Executive Council shall be the Officer of the University.

(K) Director, College Development Council

- 2.29. (1) Director, College Development Council shall be appointed by the Executive Council on the recommendations of the Vice-Chancellor from amongst the Professors of the University.
- (2) Director shall help in advising the Vice-Chancellor in making regulations for developmental activities of the colleges.
- (3) Director shall be appointed for a period of three years and can be re-appointed for another term of three years. He can be removed by the executive council on the recommendation of the Vice-Chancellor before expiry of Term.

(L) Director Academics

- 2.30. (1) Director Academics, shall be appointed by the Executive Council on the recommendations of the Vice-Chancellor from amongst the Professors of the University.
- (2) Director Academics shall help in advising the Vice-Chancellor in making regulations for Academic Extension Activities and developmental in research area.
- (3) Director Academics shall be appointed for a period of three years and can be re-appointed for another term of three years. He can be removed by the Executive Council on the recommendation of the Vice-Chancellor before expiry of Term.

CHAPTER III

THE EXECUTIVE COUNCIL.

- | | | |
|-----------------------|-------|---|
| Section 20 (1) (c) | 3.01. | The two Deans of Faculties who shall be members of the Executive Council under sub-section (1)(c) of section 20 shall be chosen in the order of seniority of the Deans. |
| Section 20(1) (e) | 3.02. | Representation of Professors, Associate Professors and Assistant Professors of the University under clause (1) (e) of section 20 shall be as follows-
(a) Two Professors to be selected by rotation in order of seniority.
(b) Two Associate Professors to be selected by rotation in order of seniority.
(c) Two Assistant Professors to be selected by rotation in order of seniority. |
| Section 20 (1) (c) | 3.03. | One Principal of an affiliated college who shall be a member of the Executive Council under clause (ii) of section 20(1) (c) shall be selected by rotation in order of seniority as Principal. |
| Section 20 (1) (f) | 3.04. | Persons elected under clause (f) of sub-section (1) of section 20 shall cease to be members of the Executive Council on their subsequently becoming students of or accepting service in the University, an Institute, an affiliated college, a hall or a hostel. |
| Sections 49 (a) & (b) | 3.05. | No person shall be or continue to be a member of the Executive Council in more than one capacity, and, whenever a person so becomes a member of the Executive Council in more than one capacity, he shall within two weeks thereof choose the capacity in which he desires to be member of the Executive Council and shall vacate the other seat. Where he does not so choose, the seat held by him earlier in point of time shall be deemed to have been vacated with effect from the date of expiry of the aforesaid period of two weeks. |
| Section 21 (8) | 3.06. | The Executive Council may, by resolution passed by a majority of its total membership delegate such of its powers as it deems fit to an officer or authority of the University subject to such conditions as may be specified in the resolution. |
| Sections 20 & 49 (b) | 3.07. | The meetings of the Executive Council shall be called under the directions of the Vice-Chancellor. |
| Sections 20 & 49 (b) | 3.08. | The Executive Council shall obtain the opinion of the Finance Officer before considering any proposal involving financial implications. |

CHAPTER IV

THE COURT

Representation of teachers, etc.

- Section 22 (1) (vii)
Section 22 (1) (ix)
- 4.01. Wardens of the hostels who shall be members of the Court under clause (vii) of sub-section (1) of section 22, shall be selected by rotation on the basis of their seniority as provosts or wardens.
- 4.02. (1) Fifteen teachers who shall be members of the Court under clause (ix) of sub-section (i) of section 22 shall be selected in the following manner:
(a) Two Professors of the University.
(b) Three Associate Professors of the University.
(c) Four Assistant Professors of the University.
(d) The Dean of the Students' Welfare
(e) Two Principals of Affiliated Colleges.
(f) Three other Teachers of Affiliated Colleges.
- (2) The above Professors, Associate Professors, Assistant Professors, Principals and other teachers shall be selected by rotation in order of seniority as Professors, Associate Professors, Assistant Professors, Principals or other teachers, as the case may be.
- Sections 22(1) (x) & 64
- 4.03. (1) Two representatives of Management of affiliated colleges, who shall be members of the Court under clause (x) of sub-section (1) of section 22, shall be nominated by the Vice-Chancellor on the basis of seniority maintained by the University from the date of their affiliation. Thereafter rotation would continue.

Registration of Graduates and their representation in Court

- 4.04. The Registrar shall maintain in his Office a Register of Registered Graduates, hereinafter in this Chapter called the Register.
- 4.05. The Register shall contain the following particulars: -
(a) the names and addresses of the registered graduates;
(b) the year of their graduation;
(c) the name of the University or the college from which they graduated;
(d) the date on which the name of the graduate was entered in the Register;
(e) such other details as the Executive Council may from time to time direct.

Note:- The names of the registered graduates who are dead shall be struck off.

- Section 49(q)
- 4.06. Every graduate of the University from the date of the convocation at which the degree by virtue of which he is to be registered was conferred on him if he was present there at shall, on an application in the Form approved by the Executive Council and on payment of fee of rupees fifty-one be entitled to have his name registered in the Register. The application shall be made by the graduate himself, and may either be delivered to the Registrar personally or sent by registered post. If two or more applications are received in the same cover, they shall be rejected.
- Section 49(q)
- 4.07. On receipt of the application, the Registrar shall, if he finds that the graduate is duly qualified and the prescribed fee has been paid, enter the name of the applicant in the Register.
- Section 49(q)
- 4.08. A registered graduate whose name has been borne on the Register for one year or more on June 30, preceding the date of notification for the election shall be entitled to vote at the election of the representative of registered graduates.
- Sections 22 (1) (xi) & 49 (q)
- 4.09. A registered graduate shall be eligible to seek election under clause (xi) of sub-section (1) of section 22, if his name has been borne on the Register for at least three years on June 30, preceding the date of election:
Provided that the restriction of three years shall not apply to the first election of registered graduates to the Court.
- Sections 22 (1) (xi) &
- 4.10. A representative of registered graduates elected under clause (xi) of sub section (1) of section 22 shall cease to be a member on entering the service of the University or of an Institute or

49 (q)

constituent college, an Affiliated college, a hostel, a hall or being connected with the management of an Affiliated college, a hall or hostel or on becoming a student, and the seat so vacated shall be filled up by the person available who secured the next highest votes at the time of the previous election for the residue of his term.

Sections 22
(1) (xi) (xii)

4.11.

A registered graduate, who is already a member of the Court in another capacity, may seek election as a representative of registered graduates, and on his being so elected, the provisions of statute 3.04 shall *mutatis mutandis* apply.

Section 22 (1)
(xi)

4.12.

The election of the registered graduate under this chapter shall be held in accordance with the system of proportional representation by means of single transferable votes.

Sections 22(2)
& 49(b)

4.13.

The term of the members of the Court shall commence from the date of the first meeting of the Court.

CHAPTER V

THE ACADEMIC COUNCIL

Section 25(2)
(vi)

5.01.

The Academic council shall be constituted in following manner:-

- a- Vice-Chancellor.
- b- Pro. Vice-Chancellor (If Any)
- c- Deans of all Faculties
- d- All Head of Departments of the University and Directors of the Institutes (If Any).
When there is no department for a subject the senior most teacher of the concerned Subject of the affiliated Colleges shall be the member.
- e- All professors of the Academic Departments of the university.

Sections 25(2)
(vii) & 49 (b)

5.02.

- (a) All Principals of the Affiliated Post Graduate Colleges (Colleges running P.G. Courses under self-finance Scheme shall not be the member).
- (b) Two Principals of Government/Aided Colleges by virtue of seniority in order of rotation.

Sections 25(2)
(viii) 25(3) &
49(b)

5.03.

Fifteen teachers who shall be members of the Academic Council under clause (viii) of section 25(2) shall be selected in the following manner :-

- (a) Four Associate Professors of the University by rotation in order of seniority.
- (b) Four Assistant Professors of the University by rotation in order of seniority.
- (c) Seven teachers of the affiliated colleges (not being Principals) by rotation in order of seniority.

Note :- (1) Not more than one Associate Professor and not more than one Assistant Professor, from the same Faculty, and not more than two teachers from the same Affiliated college shall be members under this Statute.

Note :- (2) In the event of more than one Associate Professor and one Assistant Professor from the same Faculty and more than two teachers of the same college being entitled to be members of the Academic Council under this Statute, the senior most Associate Professor and Assistant Professor and two senior-most teachers, as the case may be, shall be members of the Academic Council. Associate Professor, Assistant Professor and teachers so passed over shall have their turn in rotation next time.

Sections
25(2) & 49
(b)

5.04.

Five persons of academic eminence who shall be members of the Academic Council under clause (xi) of sub-section (2) of section 25 shall be co-opted by the members mentioned under clause (i) to (x), who shall be called to a meeting by the Registrar, from amongst persons who are not employees of the University, a constituent college, an institute, an affiliated college, a hall or hostel

Sections
25(2) &
49(b)

5.05.

Members under clauses (vi), (vii), (viii) and (xi) of section 25(2), shall hold office for a period of three years.

Section 25(1)
(c)

5.06.

Subject to the provisions of the Act, the Statutes and the Ordinances, the Academic Council shall have the following powers, namely-

- (i) to scrutinize and make its recommendations on proposals submitted by the Boards of Studies through the Faculties in regard to the courses of study and to recommend principles and criteria on which examiners and the inspectors may be appointed, for consideration of the Executive Council.
 - (ii) to report on any matter referred or entrusted to it by the Court or the Executive Council.
 - (iii) to advise the Executive Council in regard to the recognition of the diplomas and degrees of other Universities and Institutions and in regard to their equivalence with the diplomas and degrees of the University or the Intermediate Examination conducted by the Board of High School and Intermediate Education, Uttar Pradesh.
 - (iv) to advise the Executive Council in regard to the qualifications required to be possessed by persons imparting instruction on particular subjects for the various degrees and diplomas of the University; and
 - (v) to perform in relation to academic matters all such duties and to do all such acts as may be necessary for the proper carrying out of the provisions of the Act, the Statutes and the Ordinances.
- The meetings of the Academic Council shall be called under the directions of the Vice-Chancellor.

Sections 25
& 49(b)

5.07.

CHAPTER VI

THE FINANCE COMMITTEE

Sections
26(1)(d) &
49(h)

6.01.

The term of membership of the person referred to in clause (d) of sub-section (1) of section 26, shall be one year, provided that he shall continue in office till the election of his successor. No such members shall hold office successively for more than three terms.

Sections
26 (3) &
49 (a)

6.02.

Items of new expenditure not already included in the financial estimates, shall be referred to the Finance Committee in the case of:

- (i) non-recurring expenditure, if it involves an expenditure of ten thousand rupees or above; and
- (ii) recurring expenditure if it involves an expenditure of three thousand rupees or above;

Sections 26
(3) & 49(a)

6.03.

Provided that it shall not be permissible for any officer or authority of the University to treat an item which has been split into several parts falling under a budget head as several items of smaller amount and withhold it from the Finance Committee.

The Finance Committee shall, on or before such date as may be provided for in this behalf by the Ordinances consider all items of expenditure referred to it under Statute 6.02, or Statute 6.04, and shall make and communicate to the Executive Council as soon as may be, its recommendations thereon.

Sections
26(3) & 49(a)

6.04.

If the Executive Council, at any time after the consideration of the annual financial estimates (i.e. the budget) proposes any revision thereof involving recurring or non-recurring expenditure of the amounts referred to in Statute 6.02, the Executive Council shall refer the proposal to the Finance Committee.

Sections
26(1) & 49(a)

6.05.

The annual accounts and the financial estimates of the University prepared by the Finance Officer shall be laid before the Finance Committee for consideration and thereafter submitted to the Executive Council for approval.

Sections
26(3) & 49(a)

6.06.

A member of the Finance Committee shall have the right to record a minute of dissent, if he does not agree with any decision of the Finance Committee.

Sections
26(4) & 49(a)

6.07.

The Finance Committee shall meet at least twice every year to examine the accounts and to scrutinize proposals for expenditure.

Sections
15(7) & 49(c)

6.08.

The meetings of the Finance Committee shall be convened under the directions of the Vice-Chancellor and all notices for convening such meetings shall be issued by the Finance Officer who shall keep the minutes of all such meetings.

CHAPTER VII

THE FACULTIES

Section 27(1)

7.01.

The University shall have the following faculties, namely:

- (a) Faculty of Arts
- (b) Faculty of Social Sciences
- (c) Faculty of Commerce and Management
- (d) Faculty of Education
- (e) Faculty of LAW
- (f) Faculty of Science
- (g) Faculty of Agriculture
- (h) Faculty of Ayurveda
- (i) Any other faculty which the Executive Council on the recommendations of the Academic Council and in the light of the Act proposed to open/establish in future.

(a) Faculty of Arts

Section 27(3)

7.02.

- The Board of the Faculty of each of the faculty shall be constituted as follows :
- (i) The Dean of the Faculty who shall be the Chairman.
 - (ii) All Heads of Department and Professors of subjects taught in the Faculty.
 - (iii) One Associate Professor and one Assistant Professor, not being Head of Department from each department of teaching assigned to the Faculty, by rotation every year in order of seniority.
 - (iv) Such Principals of Affiliated Colleges as are teachers of subject assigned to the Faculty.
 - (v) Three teachers other than Principals of Affiliated colleges in the Faculty, in order of seniority for a period of one year
- Provided that no two teachers professing the same subject shall belong to the same college, if there is more than one college affiliated for the teaching of the subject, a teacher so passed over shall have his turn in rotation next time.
- (vi) The senior-most teacher of each branch of a subject of study assigned to the Faculty in which an independent course is prescribed for a post-graduate degree or for Part I or Part II of the examination for such degree, unless such branch of the subject is professed by any member under any other head.
 - (vii) Two persons of academic eminence who are not in the service of the University, an affiliated College, a constituent college or a Hall or a Hostel may be appointed by the Vice-Chancellor on the recommendations of the concerned dean.

The following shall be the departments/Centers in the Faculty of Arts:

Section 27(2)

7.03.

- (1) Hindi and other Indian Languages
- (2) Sanskrit and other oriental Languages
- (3) English and other Foreign Languages
- (4) Ancient History, Culture and Archeology
- (5) Medieval and Modern History
- (6) Philosophy
- (7) Urdu
- (8) Music
- (9) Geography
- (10) Hazari Prasad Dwivedi Bhojpuri Studies and Research Center
- (11) Psychology
- (12) Mathematics
- (13) Statistics

- (14) Home Science
- (15) Defence and Strategic Studies
- (16) Physical Education and Yoga
- (17) Any other Department which the Executive Council on the recommendations of the Academic Council and in the light of the Act proposed to open/establish in future.

Section 27(3)

7.04.

The following shall be the departments in the Faculty of Social Sciences:

- (1) Economics
- (2) Sociology
- (3) Political Science
- (4) Psychology
- (5) Social Work
- (6) Journalism and Mass Communication
- (7) Chandrasekhara Nitee Adhayayan evam Sodh Kendra
- (8) Pandit Deen Dayal Upadhyay Sodhpeth
- (9) Any other Department which the Executive Council on the recommendations of the Academic Council and in the light of the Act proposed to open/establish in future.

Section 27(2)

7.05.

The following shall be the departments in the Faculty of Commerce:

- (1) Commerce
- (2) Business Administration
- (3) Any other Department which the Executive Council on the recommendations of the Academic Council and in the light of the Act proposed to open/establish in future.

Section 27(3)

7.06.

The following shall be the departments in the Faculty of Education:

- (1) Education
- (2) Physical Education and Yoga
- (3) Any other Department which the Executive Council on the recommendations of the Academic Council and in the light of the Act proposed to open/establish in future.

Section 27(2)

7.07.

The following shall be the department in the Faculty of Law:

- 1- Law

Section 27(3)

7.08.

The following shall be the departments in the Faculty of Science:

- (1) Mathematics
- (2) Statistics
- (3) Physics
- (4) Chemistry
- (5) Botany
- (6) Zoology
- (7) Home Science
- (8) Bio-Chemistry
- (9) Defence and Strategic Studies
- (10) Computer Science
- (11) Bio-Technology
- (12) Psychology
- (13) Any other Department which the Executive Council on the recommendations of the Academic Council and in the light of the Act proposed to open/establish in future.

Section 27(2)

7.09.

The following shall be the Departments in the Faculty of Agriculture:

- (1) Agriculture Extension
- (2) Agriculture Chemistry and Soil Science
- (3) Agricultural Entomology
- (4) Agricultural Economics and Statistics
- (5) Genetics and Plant breeding
- (6) Horticulture
- (7) Plant Pathology
- (8) Animal husbandry & Dairying

- (9) Soil Conservation
- (10) Agricultural Engineering
- (11) Agronomy

7.10 -

Faculty of Agronomy

CHAPTER VIII

OTHER AUTHORITIES AND BODIES OF THE UNIVERSITY

DISCIPLINARY COMMITTEE

Section 49

8.01.

- (1) The Executive Council shall constitute for such time as it thinks fit a Disciplinary Committee in the University which shall consist of the Vice-Chancellor, or the Pro Vice-Chancellor nominated by him, and two persons nominated by it:
Provided that if the Executive Council considers it expedient, it may constitute more than one such Committee to consider different cases or classes of cases.
- (2) No teacher against whom any case involving disciplinary action is pending shall serve as member of the Disciplinary Committee dealing with the case.
- (3) The Executive Council may, at any stage, transfer any case from one Disciplinary Committee to another.

Section 49

8.02.

- (1) The functions of the Disciplinary Committee shall be as follows:
 - (a) to decide any appeal preferred by an employee of the University under Statute 2.07.
 - (b) to hold inquiry into cases involving disciplinary action against a teacher or the Librarian of the University.
 - (c) to recommend suspension of any employee referred to in sub-clause (b) above pending or in contemplation of inquiry against such employee.
 - (d) to exercise such other powers and perform such other functions as may, from time to time, be entrusted to it by the Executive Council.
- (2) In case of difference of opinion among the members of the Committee, the decision of the majority shall prevail.
- (3) The decision or the report of the Disciplinary Committee shall be laid before the Executive Council as early as possible, to enable the Executive Council to take its decision in the matter.

DEPARTMENTAL COMMITTEES

Section 49

8.03.

There shall be a Departmental Committee in each Department of teaching in the University to assist the Heads of the Department appointed under Statute 2.20.

Section 49

8.04.

- The Departmental Committee shall consist of:
- (i) The Head of the Department, who shall be the Chairman.
 - (ii) All Professors in the Department, and if there is no Professor, then all Associate Professors in the Department.
 - (iii) In a Department which has Professors as well as Associate Professors, then two Associate Professors by rotation according to seniority for a period of three years.
 - (iv) In a Department which has Associate Professors as well as Assistant Professors, then one Assistant Professor and in a department which has no Associate Professors then two Assistant Professors by rotation according to seniority for a period of three years.
- Provided that for any matter specifically, concerning any subject or specialty, the senior-most teacher of that subject or specialty if not already included in the foregoing heads, shall be specially invited for the matter.

8.05.

- The following shall be the functions of the Departmental Committee:
- to make recommendations regarding distribution of teaching work among the teachers of the Department.
 - to make suggestions regarding co-ordination of the research and other activities in the Department.
 - to make recommendations regarding appointment of staff in the Department for which the Head of Department is the appointing authority.
 - to consider matters of general and academic interest to the Department.

Section 49

8.06.

The Committee shall meet at least once in a quarter. The minutes of its meeting shall be submitted to the Vice-Chancellor.

Sections 49
& 29(3)

8.07.

BOARD OF STUDIES

- There shall be a Board of Studies for each subject and its composition as shall be as follows.

(a) Head of the Department	Convener
(b) Concerned Dean of the Faculty	Member
(c) All Professors of the departments	Member
(d) Two Associate Professor and One Assistant Professor in order of Seniority by rotation for one year	Member
(e) One Principal of Post Graduate college in order of Seniority by rotation for one year	Member
(f) Two Associate Professor and One Assistant Professor of colleges in order of Seniority by rotation for one year	Member
(g) Two Subject Experts to be Nominated by the Vice Chancellor For three years on the recommendations of the head	Member
- The main function of Board of Studies shall be the preparation of Courses, Amendment of courses/Syllabus and Preparation of list of Examiners and paper Setters for University Examinations.
- No Syllabus of any course for any examinations will be amended before three Academic years.
- The meeting of the board of studies shall be called by the convener and the minutes prepared will be sent to the concerned Deans, but the list of examiners will directly be sent to Registrar/Controller of examination in a Scaled envelop.

RESEARCH DEGREE COMMITTEE

- Research Degree Committee shall be constituted as follows:-

- | | | |
|---|--|----------|
| 1 | Vice-Chancellor | Chairman |
| 2 | Pro Vice-Chancellor (if any) | Member |
| 3 | Dean of the faculty concerned | Member |
| 4 | Head of the concerned department | Member |
| 5 | All Professors of the Department | Member |
| 6 | One Associate Professor and one Assistant Professor of University in order of rotation by Seniority for one Year | Member |
| 7 | One Principal of Post Graduate College in order of rotation by Seniority for one Year | Member |
| 8 | One Associate Professor and one Assistant Professor of P.G. College in order of rotation by Seniority for one Year | Member |
| 9 | Two Experts to be nominated by the Vice Chancellor | Member |
- The meetings of the Research Degree Committee shall be called by the Vice-Chancellor. In absence of the Vice-Chancellor the Pro Vice-Chancellor shall preside the meeting and if there is no Pro Vice-Chancellor the Dean will preside over the meeting.

- (3) * University Grant Commission (Minimum standards and regulations for award of M Phil/ Ph-D Degree) regulation 2018 as notified by the State Government and approved by the Academic/ Executive Council of the university will be applicable in all matters relating to Ph-D. Admissions.

ADMISSION COMMITTEE

- (1) Admission Committee shall be constituted as follows:-

1	Vice-Chancellor	Chairman
2	Pro Vice-Chancellor (If any)	Member
3	All Deans of the faculty	Member
4	One Associate Professor and one Assistant Professor of University by Seniority in order of rotation for one Year	Member
5	One Teacher (female) of the University for one year	Member
6	One Professor/Associate Professor belonging to SC/ST and one from OBC category of the University for one year	Member
7	Chief Warden	Member
8	Two Principals of Post Graduate and Under Graduate college in order of rotation by Seniority for one Year	Member
9	Registrar	Member-Secretary

EQUIVALENCE COMMITTEE

- (i) Equivalence Committee shall be constituted as follows:-

1	Vice Chancellor	Chairman
2	Pro Vice-Chancellor (If Any)	Member
3	Dean nominated by Academic Council	Member
4	One Principal of Post Graduate College in order of rotation by Seniority for one Year	Member
5	Head of the Department of Concerned Subject	Member
6	Registrar	Secretary

- (2) The equivalence committee shall submit its recommendation to the Academic council regarding equivalence of the Certificate/Degree awarded by the different Boards and Universities for the purpose of the admission in different Programs

EXAMINATION COMMITTEE

- (1) The Examination Committee may, on the recommendation of the person or persons or the sub-committee referred to in sub-section (3) of section 29, debar an examinee from appearing in any future examination for a period of three years, if in the opinion of the Committee, such examinee was guilty of misbehaviour or using unfair means at any examination conducted by the University.

- (2) Examination Committee shall be constituted as follows:-

1	Vice-Chancellor	Chairman
2	Pro Vice-Chancellor (If any)	Member
3	All Deans of the faculty	Member
4	One Principal of Post Graduate College by Seniority in order of rotation for one Year	Member
5	One Principal of Under Graduate College by Seniority in order of rotation for one Year	Member
6	Registrar/ Controller of Examination	Member Secretary

CHAPTER IX

**ADMINISTRATIVE COUNCIL
Student Welfare Council**

(1) Student Welfare Council shall be constituted as follows:-

1	Vice- Chancellor	Chairman
2	All Deans of the Faculty	Member
3	Proctor	Member
4	Librarian	Member
5	Chief Warden	Member
6	One member to be nominated by the Vice-Chancellor from the Executive Council for one year	Member
7	One Professor/Associate Professor belonging to SC/ST and one from OBC category of the University for one year	Member
8	Chief of the Environment Beuro of the University for one year	Member
9	One Student who obtained gold medal of the preceding year for one year	Member
10	Topper student of each faculty at Under Graduate and post Graduate Examination of the preceding year for one year	Member
11	Finance Officer	Member
12	Registrar	Member
13	Dean Student Welfare	Member Secretary

(2) The function and duties of the Student Council shall be the following:-

- To activate the employment generation activity.
- To inform the Students regarding vacancies.
- To established training centers for unemployed students and to prepare professional and vocational courses
- To keep and update the list of un employed student
- To provide books to poor students through book bank.
- To make available newspaper and magazines to the students.
- To make proper arrangement for good health of the students.
- Any other necessary work for welfare of the students as instructed by the Vice-Chancellor.

SPORTS COUNCIL

Sports Council shall be constituted as follows:-

1	Vice- Chancellor	Chairman
2	One Professor to be nominated by the Vice-Chancellor for one year	Vice-Chairman
3	One Dean in order of rotation for one year	Member
4	All Teachers Incharge of Physical Education of all Aided colleges	Member
5	One Principal of Post Graduate college in order of rotation for one year	Member

- 6 One Principal of Under Graduate College in order of rotation for one year
- 7 One Teacher (Female) to be nominated by the Vice-Chancellor for one Year
- 8 One Male and one Female outstanding Sports Students of the University to be nominated by the Vice-Chancellor
- 9 Finance Officer
- 10 Registrar
- 11 One Professor/Associate Professors to be nominated by the Vice-Chancellor

Member
Member

Secretary

PLANNING AND DEVELOPMENT COUNCIL

- (1) Planning and development Council shall be constituted as follows:-

- 1 Vice-Chancellor
- 2 Pro Vice-Chancellor (If Any)
- 3 One Dean in order of Rotation for one Year
- 4 Finance Officer
- 5 Assistant Engineer/Incharge of Engineering Department of the University
- 6 Coordinator of UGC Cell
- 7 One Principal of Post Graduate College in order of rotation for one year
- 8 One Professor and one Associate professor of University Department to be nominated by the Vice-Chancellor in order of rotation for one year
- 9 One Eminent Academician to be nominated by the Vice-Chancellor for three years
- 10 Registrar

Chairman

Member

Member

Member

Member

Member

Member

Member

Member

Member Secretary

- (2) The functions and duties of the planning and development council shall be the following:

- (a) To make plan for development of the University.
- (b) To frame the procedure for academic development of the university.
- (c) To co-ordinate with State Government, Central Government and other National Level bodies and Regulatory Authorities.
- (d) To Execute the approved plans of the Executive council.

To Implement and the Academic and Financial planning in accordance to the decisions taken by the Authorities of the University.

CHAPTER - X

CLASSIFICATION OF TEACHERS

- 10.01. There shall be following classes of teachers of the University :-

- (1) Professors,
- (2) Associate Professors, and
- (3) Assistant Professors.

Sections
31 & 49(d)

- 10.02.

All the teachers and other academic staff of the University shall, in the absence of any agreement to the contrary, be governed by the terms and conditions of service and code of conduct as specified in the notification of the University Grant Commission issued from time to time and also as specified in the Statutes, Ordinances and the Regulations of the University. Teachers of the University shall be appointed in the subjects on whole time basis in the scales of pay approved by the State Government:

Provided that part-time Assistant Professors may be appointed in subjects in which, in the opinion of the Academic Council such Assistant Professors, are required in the interest of teaching or for other reasons on the terms and conditions laid down by the University Grants Commission. Such part-time Assistant Professors may receive such honorarium/allowances as may be approved by the State Government. The proportion of part

time teachers shall however not exceed at any time one fourth of the strength of the full time teaching staff in the department:

Provided further that where the number of teachers in a department is less than the four the appointment of one part time teacher may be permitted by the Vice-Chancellor. However, the part time teacher will not hold any administrative assignment in the university.

Sections 31
& 49(d)

10.03.

The Executive Council may on the recommendations of the Academic Council appoint:

- (1) Professors of academic eminence and outstanding merit on special contract in accordance with the Ordinances in that behalf.
- (2) Honorary Emeritus Professors who shall :-
 - (a) deliver lectures on special subject;
 - (b) guide research;
 - (c) be entitled to be present in meetings of the Board of Faculty concerned and to take part in its discussions but will not have the right of vote;
 - (d) be provided with facilities for study and research in the libraries and laboratories of University as far as possible; and
 - (e) be entitled to attend all convocations;

Provided that a person shall not, merely by virtue of holding the post of a Professor in the Department as an Honorary Emeritus Professor, be eligible to hold an office in the University or in any Authority or Body thereof.

CHAPTER -XI

11 . UGC regulations 2018 Department of Higher Education, Government of Uttar Pradesh has adopted the said UGC regulation, 2018 vide Government order no.600/70-1-2019-16(114)/2010 dated June 28, 2019 (Appendix-IV) as under :-

Short title, application and commencement:

1. These shall apply to every University established or incorporated by or under Uttar Pradesh Act, every Institution including a Constituent or an affiliated College recognized by the State Universities, and Institution deemed to be a Universities.
2. These shall come into force from 28th June, 2019.
3. Pay scales as notified by the Government of India notification dated November 2, 2017 and November 8, 2017 has been adopted by Government order no.1124/70-4-2018-358(Vi0Ve0Aa0)/2018 dated September 13, 2018(Appendix-V).
4. Age of superannuation shall be as provided by orders of State Government issued from time to time.
5. Appointment of retired teachers in State Universities on the basis of honorarium shall be made under Government order no.1/2018/09/70-1-2018-16(58)/2017 dated January 18, 2018(Appendix-VI). Similarly Appointment of retired teachers in the colleges affiliated to the State Universities on the basis of honorarium shall be made under Government order no.269/70-2-2014-16(246)/2010 dated April 24, 2014 as amended vide Government order no.3/2018/09/70-1-2018-16(58)/2017 dated January 18, 2018(Appendix-VII).
6. 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 these Statutes.
7. If any University contravenes the provisions of these Statutes, the State Government 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 State Government.

8. In UGC Regulations, 2018, the Ph.D. Degree has been made a mandatory qualification for direct recruitment to the post of Assistant Professor in Universities with effect from 01.07.2021. This regulation may be adopted in Uttar Pradesh after calculation of availability of Ph.D. Degree holders in the State.

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-

The 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 shall be:

- 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.

2.0 Recruitment and Qualifications

- 2.1 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 The Uttar Pradesh State Universities Act, 1973 as amended from time to time.

- 2.2 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 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.

- 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 Statutes. Further, SLET/SET conducted by Uttar Pradesh shall be valid as the minimum eligibility for direct recruitment to Universities/Colleges/Institutions in the Uttar Pradesh 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.

2.3 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.

2.4 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.

2.5 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.

2.6 The Ph.D. Degree shall be a mandatory qualification for appointment and promotion to the post of Professor.

2.7 The Ph.D. Degree shall be a mandatory qualification for appointment and promotion to the post of Associate Professor.

2.8 The Ph.D. Degree shall be a mandatory qualification for promotion to the post of Assistant Professor (Selection Grade/Academic Level 12) in Universities.

2.9 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.

2.10 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 established under Uttar Pradesh State Universities Act, 1973, every Institution including a Constituent or an affiliated College recognized by the State Universities, and Institution deemed to be a University, if such person does not fulfil the requirements as to the qualifications for the appropriate post as provided in these Statutes.

3.0 Direct Recruitment

3.1 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 Statutes 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 :-

- The Ph.D. degree of the candidate has been awarded in a regular mode;
- The Ph.D. thesis has been evaluated by at least two external examiners;
- An open Ph.D. viva voce of the candidate has been conducted;
- The Candidate has published two research papers from his/her Ph.D. work, out of which at least one is in a refereed journal;
- 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) 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
- Provided that the general eligibility criteria for the Principal of unaided and self financed colleges shall be as provided by Government order no. 6/2018/597/ 70-1-2018-16(123)/2015 dated August 16, 2018(Appendix-VIII).

3.2. 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.
 - 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 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.

3.3 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/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 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) 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.

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.

3.4 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 Statutes.

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 peerreviewed 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.

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.

3.5 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.O.T.), 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.

3.6 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.
- 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.Pth./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.

3.7 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

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.

5.8 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 fulfillment 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.

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 Statutes.

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 Statutes.

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 Statutes, 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

4.0 CONSTITUTION OF SELECTION COMMITTEES AND GUIDELINES ON SELECTION PROCEDURE:

- 4.1 The constitutions of Selection Committees and procedure of selection and appointment for the posts covered under these Statutes shall be as per existing Acts, rules and Government orders issued by the State Government from time to time.
- 4.2. 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.

4.3. 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 Statutes 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.

4.4 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.

4.5 For all Selection Committees specified in these Statutes, 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.

5.0 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 Statutes.

II. For selections on the posts covered under these Statutes the selection procedure shall be adopted through criteria laid down in Appendix II, Table 1, 2, 3A, 3B, 4, and 5.

III. 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 Statutes which need to be taken up by the institution while developing the Proforma for both the direct recruitment and the CAS promotion.

IV. 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. 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 Statutes. 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-contents 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 Statutes.

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 Statutes.

6.3 The criteria for promotions under Career Advancement Scheme laid down under these Statutes shall be effective from June 28, 2019. However, to avoid hardship to those faculty members who have already qualified or are likely to qualify shortly under the existing Statutes, a choice may be given to them, for being considered for promotions under the existing Statutes. This option can be exercised only within three years from the date of notification of these Statutes.

- 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 Statutes. 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 Statutes, as on and till the date on which these Statutes 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 these Statutes shall be applicable to 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 1 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 fulfil 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, as adopted by the State Government. 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 Statutes.

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 as adopted by the State Government.

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 Statutes.

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-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.

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 Statutes.

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 Statutes.

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 Statutes.

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 Statutes.

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 Statutes.

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 Statutes 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. or a Ph.D. 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 MNC's 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 Statutes 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 Statutes 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 Statutes 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 Statutes 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/interuniversity/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 Statutes 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 DUTY LEAVE, STUDY LEAVE, SABBATICAL LEAVE

7.1 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.

7.2 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 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 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, 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 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 Statutes. Notwithstanding the above provision, the Executive Council/Syndicate may order that nothing in these Statutes 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 Statutes.

- 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.

7.3 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.

7.4 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 Statutes, 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.
- (iii) 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. Leave Provisions of Government order no. 269/ 70-1-2018-16(35)/2017 dated July 25, 2018 shall remain as provided by State Government (Appendix III).

8.0 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 Statutes 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.

9.0 Period of Probation and Confirmation

- 9.1 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.
- 9.2 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.
- 9.3 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.
- 9.4 The probation and confirmation rules shall be applicable only at the initial stage of recruitment, issued from time to time, by the State Government.
- 9.5 All other State Government rules on probation and confirmation shall be applicable *mutatis mutandis*.

10.0 Creation and Filling-up of Teaching Posts

- 10.1 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.
- 10.2 All the sanctioned/approved posts in the university system shall be filled up on an urgent basis.

11.0 Teaching Days

- 11.1 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

- 11.2 In-lieu of the curtailment of vacation by 2 weeks, the university teachers may be credited with 1/3rd 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, 1/3rd of the period shall be credited as Earned Leave.

12.0 Workload

- 12.1 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/ExtraCurricular 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

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

13.0 Service Agreement and Fixing of Seniority

- 13.1 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.

- 13.2 The self-appraisal methodology, as per these Statutes and all the subclauses contained therein and as per Tables 1 to 5 of Appendix II, as per eligibility, shall form part of the service agreement/record.

13.3 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 State Government shall apply, for all other matters of seniority.

14.0 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.

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

15.0 Maintenance of Standards in Higher-Education Institutions:

In order to maintain the academic standards in higher education, the following recommendations in UGC regulation, 2018 are being adopted:

- 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 as adopted by State Government from time to time, in this regard.
- 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 in this regard.
- 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 Statutes.
- v. The Ph.D. degree shall be made a mandatory requirement for recruitment and promotions in accordance with the provisions laid down in these Statutes.
- 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(PMMMNTT) 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 (SoE), Teaching Learning Centres (TLCs), Faculty Development Centres (FDCs), Centres for Excellence in Science and Mathematics (CESMIEs), 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 Statutes.

CHAPTER XII			
AFFILIATION			
	12.01.		The list of affiliated colleges of the University as on the date of Notification of the first statute is given at appendix (A)
	12.02.		The Government Orders issued from time to time related to grant of NOC/Clearance and Affiliation of new courses shall apply for proposed new colleges/ colleges running in the Jurisdiction of the University. The minimum norms for land , rules and regulations, endowment, financial status of society and time table for grant of affiliation shall be the same as its is fixed by the State Government.
CHAPTER XIII			
Part-I			
CONFIRMATION AND WITHDRAWAL OF DEGREES AND DIPLOMAS			
Sections 7(6), 10(2) & 49(h)	13.01.	(a)	The Degree of Doctor of Letters (D.Litt) for <i>Daktur-e-Adab, Honoris Causa</i> may be conferred upon such persons as have contributed substantially to the advancement of the Literature, Philosophy, Arts, Music, Painting or any other subject assigned to the faculty of Arts, or for conspicuous services rendered by them to the cause of education.
		(b)	The degree of Doctor of Science (D.Sc) <i>Honoris Causa</i> , may be conferred upon such persons as have contributed substantially to the advancement of any branch of science or technology or to planning, organizing or developing scientific and technological institutions in the country.
		(c)	The degree of Doctor of Laws (LL.D) <i>Honoris Causa</i> may be conferred upon persons, who are distinguished lawyers, judges, jurist, statesmen or have noteworthy contribution of the public good.

Sections 7(6), 10(2) & 47(ii)	13.02.	The Executive Council may, <i>suo motu</i> or on the recommendation of Academic Council by a resolution passed by a majority of its total membership and also of not less than two third of the members present and voting, submit a proposal for conferment of honorary degree to the Chancellor for confirmation under Section 10(2) : Provided that no such proposal shall be submitted in respect of a person who is a member of any authority or body of the University.
Sections 49(i) & 67	13.03.	Before taking any action under Section 67 for the withdrawal of any degree, diploma or certificate conferred or granted by the University, the person concerned shall be given an opportunity to explain the charges against him. The charges framed against him shall be communicated by the Registrar by a registered post and the person concerned shall be required to submit his explanation within a period of not less than fifteen days of the charges.
Sections 49(i) & 67	13.04.	Every proposal for the withdrawal of an honorary degree shall require previous sanction of the Chancellor.
	13.05.	(a) An Institute may be affiliated by the Executive Council as an institution where research may be carried on in the fulfillment of the requirements of section 7(4) (b) of the Act after it has been recommended by the Academic Council with the concurrence of the Board of the Faculty concerned. The Affiliation so granted may be withdrawn by the Executive Council on the recommendation of the Academic Council made with the concurrence of the Board of the Faculty concerned (b) the management of the Institute so Affiliated shall vest in:- (i) a Committee of Management or other equivalent body, appointed by the person or the body maintaining the Institute, the constitution of which shall be reported to the Executive Council. (ii) a Director appointed by the person or the body maintaining the institute. (c) Research work in a Affiliated Institute may be guided by the Director and other teachers of the Institute who may be Affiliated as supervisors or advisers for the D.Litt or D.Sc. or LL.D or D.Phil. degree of the University. (d) The Director and other teachers of the Institute, if they so agree, may deliver a course of advance lectures to research students of the University with the consent of the Head of the Department concerned. (e) Any person having requisite qualifications desirous carrying on research work at the Institute for research degrees of the University shall make an application to the Registrar through the Director of the Institute. The applications so received shall be placed before the Research Degree Committee of the University constituted under Ordinances and, if approved by the Committee, the applicant shall be permitted to start work on payment of such fees as may be prescribed by the Ordinances. (f) Any specific grant or donation received for any Institute shall be earmarked for the institute and spent on the Institute. No part of the grant of corresponding department of teaching in the University shall be spent for any other Institute.
Part-II		
CONVOCATION		
Section 49(r)	13.06.	(1) A Convocation for conferring its Degrees, Diplomas, and other academic distinctions may be held by the University not more than once in a year on such date and at such time as the Executive Council may appoint. (2) A special convocation may be held by the University with the prior approval of the Chancellor. (3) The convocation shall consist of the persons specified in sub-sections (1) of Section 3 as constituting the body corporate of the University.
Section 49(r)	13.07.	A local convocation may be held at each affiliated college on such date and such time as the Principal may, with the prior approval of the Vice-Chancellor in writing, appoint.
Section 49(r)	13.08.	Combined convocation may be held by two or more colleges in the manner prescribed in Statute 13.02.
Section 49(r)	13.09.	The procedure to be observed at the convocations referred to in this Chapter and other matters connected therewith shall be such as may be laid down in the Ordinances
Section 49(r)	13.10.	Where the University, or any affiliated College does not find it convenient to hold the convocation in accordance with Statute 13.01 to Statute 13.04, the degrees, diploma and

			other academic distinctions may be dispatched to the candidates concerned by registered post.
			CHAPTER-XIV
			CONDITIONS OF SERVICE OF TEACHERS OF THE UNIVERSITY
Section 49(ii)	14.01		A teacher of the University shall at all times maintain absolute integrity and devotion to duty and shall observe the Code of Professional Ethics mentioned in statute 14.30 and the Code of Conduct as set out in Appendix B, which shall form part of the agreement to be signed by the teacher at the time of appointment as set out in Appendix A
	14.02.		A breach of any of the provisions of the Code of Professional Ethics mentioned in statute 14.30 and the Code of Conduct as set out in Appendix B shall be deemed to be a misconduct within the meaning of statute 14.04.
Section 49(i)	14.03.		(1) A teacher of the University may be removed or his services terminated on one or more of the following grounds :- (a) willful neglect of duty; (b) misconduct; (c) breach of any of the terms of contract of service; (d) dishonestly connected with University Examination; (e) Scandalous conduct or conviction for an offence involving moral turpitude; (f) physical or mental unfitness; (g) incompetence; (h) abolition of the post;
			(2) Except as provided by Sub-Section (2) of Section 31, not less than three months' notice (or where notice is given after the month of October then three months' notice or notice ending with the close of the session, whichever is longer) shall be given on either side for terminating the contract or in lieu of such notice, salary for three months (or such longer period as aforesaid) shall be paid: Provided that where the University dismisses or removes or terminates the services of a teacher of the University under clause (1), or when the teacher terminates the contract for breach of any of its terms laid down by the University, no such notice shall be necessary: Provided further that the parties will be free to waive the condition of notice in whole or in part by mutual agreement.
Sections 32 (2) & 49 (d)	14.04.		The original contract of appointment referred to in section 32 shall be lodged with the Registrar for registration within three months of the date of joining; such contract shall be duly stamped as per the rates applicable. The self-appraisal or linked Performance Based Appraisal System (PBAS) methodology shall form part of the service contract/record.
Sections 21(xvii) & 49(d)	14.05.	(1)	No order of dismissing, removing or terminating the services of a teacher of the University on any ground mentioned in clause (1) of statute 14.03 (except in the case of a conviction for an offence involving moral turpitude or of abolition of post), shall be passed unless a charge has been framed against the teacher and communicated to him with a statement of the grounds on which it is proposed to take action and he has been given adequate opportunity. (i) of submitting a written statement of his defense; (ii) of being heard in person, if he so chooses; and (iii) of calling and examining such witnesses in his defense as he may wish: Provided that the Executive Council or an officer authorized by it to conduct the enquiry may, for sufficient reasons to be recorded in writing, refuse to call any witness.
		(2)	The Executive Council may, at any time ordinarily within two months from the date of the Inquiry Officer's report pass a resolution dismissing or removing the teacher concerned from service or terminating his services mentioning the ground of such dismissal, removal or termination.
		(3)	The resolution shall forthwith be communicated to the teacher concerned.
		(4)	The Executive Council may, instead of dismissing removing or terminating the services of the teacher, pass a resolution inflicting a lesser punishment by reducing the pay of the teacher for a specified period not exceeding three years and or by stopping increments of

			his salary for a specified period or may deprive the teacher of his pay during the period of his suspension, if any.
Sections 21(xvii) & 49(a)	14.06.	(1)	The Disciplinary Committee referred to in Statute 8.10 may recommend the suspension of a teacher during the pendency or in contemplation of an inquiry into charges against him, on the grounds mentioned in sub-clauses (a) to (e) of clause (1) of Statute 14.03. The order of suspension, if passed in contemplation of an inquiry, shall cease at the end of four weeks of its operation unless the teachers has in the meantime been communicated the charge or charges on which the inquiry was contemplated.
		(2)	A teacher of the University shall be deemed to have been placed under suspension.
		(a)	With effect from the date of his conviction, if in the event of a conviction for an offence, he is sentenced to a term of imprisonment exceeding forty eight hours and is not forthwith dismissed or removed consequent to such conviction.
		(b)	In any other case, for the duration of his detention if he is detained in custody, whether the detention is for any criminal charge or otherwise.
			Explanation: - The period of forty eight hours referred to in sub-clause (a) of this clause, shall be computed from the commencement of the imprisonment after the conviction and for this purpose, intermittent periods of imprisonment, if any, shall be taken into account. Where the appropriate officer, authority or body of the University decides to hold a further inquiry against him, then if the teacher was under suspension immediately before such dismissal or removal, the suspension order shall be deemed to have continued in force on and from the date of the original order of dismissal or removal.
		(3)	During the period of his suspension, the teacher of the University shall be entitled to get subsistence allowance in accordance with the provisions of chapter VIII of part II of the U.P. Government's Financial Hand Book, Volume II (as amended from time to time) which shall <i>mutatis mutandis</i> apply.
Sections 21(xvii) & 42(a)	14.07.		In computing the maximum period for purposes of clause (1) & clause (2) of Statute 14.06 the period during which a stay order from any court of law in operation shall be excluded.
Section 34 (1)	14.08.		No teacher of the University shall draw for any duties performed in connection with any examination referred to in Section 34 (1) in any calendar year, any remuneration in excess of one-sixth of the aggregate of his salary in that calendar year or forty thousand rupees, whichever is less.
Section 34	14.09.		Notwithstanding anything contained in these statutes:-
		(i)	A teacher of the University who is a member of Parliament or State Legislature shall not throughout the term of his membership hold any administrative or remunerative office in the University.
		(ii)	If a teacher of the University is holding any administrative or remunerative office in the University from before the date of his election or nomination as a Member of Parliament or the State Legislature, then he shall cease to hold such office with effect from the date of such election or nomination or with effect from commencement of these Statutes, whichever is later.
		(iii)	A teacher of the University who is elected, or nominated to Parliament or the State Legislature, shall not be required to resign or to take leave from the University for the duration of his membership or, except as provided by Statute 14.10 for attending the meeting of any House or committee thereof.
			Explanation: - The membership of any authority or body of the University or the Deanship of a faculty or the Principal ship of any college shall not be deemed to be an administrative office for the purposes of this Statute.
	14.10.		The Executive Council shall fix each year minimum number of days during which such teacher shall be available in the university for his academic duties; Provided that where a teacher of the University is not so available because of the session of the parliament or the State Legislature, shall be treated on such leave, as may be due to him, and if no leave is due, then on leave without pay.
	14.11		

			Teaching Days																
	14.11.01.		(a) Subject to sub-clause (b), the University must adopt at least 180 working days, 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 admissions and examination activities, and non-instructional (including preparation of examination) days for co-curricular, sports, college day, etc., 6 weeks for vacations and 4 weeks may be attributed to various public holidays.																
			The above is summarized as follows:-																
			<table border="1"> <thead> <tr> <th>Categorization</th><th>Number of weeks</th></tr> </thead> <tbody> <tr> <td>Teaching and learning Process</td><td>30 (180 days)</td></tr> <tr> <td>Admissions</td><td>04</td></tr> <tr> <td>preparation for examination</td><td>07</td></tr> <tr> <td>examination</td><td>06</td></tr> <tr> <td>Vacation</td><td>06</td></tr> <tr> <td>Public Holidays (to increase and adjust teaching days accordingly)</td><td>04</td></tr> <tr> <td>Total</td><td>52</td></tr> </tbody> </table>	Categorization	Number of weeks	Teaching and learning Process	30 (180 days)	Admissions	04	preparation for examination	07	examination	06	Vacation	06	Public Holidays (to increase and adjust teaching days accordingly)	04	Total	52
Categorization	Number of weeks																		
Teaching and learning Process	30 (180 days)																		
Admissions	04																		
preparation for examination	07																		
examination	06																		
Vacation	06																		
Public Holidays (to increase and adjust teaching days accordingly)	04																		
Total	52																		
			(b) For the courses regulated by the National Council for Teacher Education, there shall be atleast 200 working days, each year exclusive of the period of preparation leave, examination and admission, out of which at least 40 days shall be for practice teaching or skill development in nearby schools. Adjustments shall be made accordingly. The institution imparting teacher education shall work for a minimum of 36 hours in a week, during which physical presence in the institution of all the teachers and student-teachers is necessary to ensure their availability for individual advice, guidance, dialogues and consultations as and when needed; Provided that where a teacher of the University is not so available because of the sessions of the Parliament or the State Legislature, he shall be treated on such leave, as may be due to him, and if no leave is due, then on leave without pay.																
	14.11.02.		In lieu of curtailment of vacation by 2 weeks, the teachers may be credited with 1/3rd of the period of earned leave.																
			CHAPTER-XV																
			SENIORITY OF THE TEACHERS OF THE UNIVERSITY																
Sections 16(4) & 49(d)	15.01.		The Statutes contained in this Chapter shall not affect the <i>inter-se</i> seniority of teachers employed in the University from before the commencement of these Statutes.																
Sections 16(4) & 49(d)	15.02.		It shall be the duty of the Registrar to prepare and maintain, in respect of each category of teachers of the University, a complete and up to date seniority list in accordance with the provisions hereinafter appearing.																
Section 49(2)	15.03.		The seniority among Deans of the Faculties shall be determined by the length of the total period of service they have put in as Deans of the Faculties; Provided that when two or more Deans have held the said office for equal length of time, the Dean who is senior in age shall be considered to be senior for the purposes of this chapter.																
Section 38(a)	15.04.		The seniority among Heads of Departments shall be determined by the length of the total period of service they have put in as Heads of Department; Provided that when two or more Heads of Department have held the said office for equal length of time, the Head of Department who is senior in age shall be considered to be senior for the purpose of this Chapter.																
Section 49(d)	15.05		The following rules shall be followed in determining the seniority of teachers of the University:-																
			(a) A Professor shall be deemed senior to every Associate Professor, and a Associate Professor shall be deemed senior to every Assistant Professor.																

			<p>(b) In the same cadre, <i>inter-se seniority</i> of teachers, appointed by personal promotion or by direct recruitment, shall be determined according to length of continuous service in such cadre:</p> <p>Provided that where more than one appointments have been made by direct recruitment at the same time and an order of preference of merit was indicated by the selection committee or by the Executive Council, as the case may be, the <i>inter-se seniority</i> of persons so appointed shall be governed by the order so indicated:</p> <p>Provided further that where more than one appointment have been made by promotion at the same time, the <i>inter-se seniority</i> of the teachers so appointed shall be the same as it was in the post held by them at the time of promotion.</p>
			<p>(c) When any teacher holding substantive post in any University (other than Khwaja Moimuddin Chishti Uda, Arabi Phari University) or in any constituent college or in any Institute whether in the State of Uttar Pradesh or outside Uttar Pradesh, is appointed whether before or after August 1, 1981 to a post of corresponding rank or grade in the University the period of service rendered by such teacher in that grade or rank in such University be added to his length of service;</p>
			<p>(d) When any teacher, holding substantive post in any college affiliated to or associated with any University, is appointed whether before or after the commencement of these statutes as a Assistant Professor in the University, then one half of the period of substantive service rendered by such teacher in such college shall be added to his length of service;</p>
			<p>(e) Continuous service on a temporary post to which a teacher is appointed after reference to a Selection Committee, if followed by his appointment in a substantive capacity to that post under clause (b) of sub-section (3) of section 31 shall count towards seniority.</p>
Section 49(d)	15.06.		<p>Where more than one teacher are entitled to count the same length of continuous service in the cadre to which they belong, the relative seniority of such teachers shall be determined as below:</p>
			<p>(i) in the case of Professor, the length of substantive service as Associate Professor shall be taken into consideration</p> <p>(ii) in the case of Associate Professors, the length of substantive service as Assistant Professor shall be taken into consideration.</p> <p>(iii) in the case of Professor whose length of service as Associate Professors is also identical, the length of service as Assistant Professor shall be taken into consideration.</p>
Section 49(d)	15.07.		<p>Where more than one teachers are entitled to count the same length of continuous service and their relative seniority cannot be determined in accordance with any of the foregoing provisions, then the seniority of such teachers shall be determined on the basis of seniority in age.</p>
Section 49(d)	15.08.		<p>(1) Notwithstanding anything contained in any other Statute, if the Executive Council :</p>
			<p>(a) agrees with the recommendation of the Selection Committee, and approves two or more persons for appointment as teachers in the same Department it shall, while recording such approval, determine the order of merit of such teachers.</p>
			<p>(b) does not agree with the recommendations of the Selection Committee and refers the matter to the Chancellor under clause (a) of Sub-section (8) of Section 31, the Chancellor shall, in cases where appointment of two or more teachers in the same Department is involved, determine the order of merit of such teachers at the time of deciding such reference.</p>
			<p>(2) The order of merit in which two or more teachers are placed under clause (1), shall be</p>

			communicated to the teachers concerned before their appointment.														
Sections 19(i) & 49(d)	15.65.		<p>(1) The Vice-Chancellor shall from time to time constitute one or more Seniority Committees consisting of himself as Chairman and two Deans of Faculties to be nominated by the Chancellor:-</p> <p>Provided that the Dean of the Faculty to which the teachers, (whose seniority is in dispute) shall not be a member of the relative Seniority Committee.</p> <p>(2) Every dispute about the seniority of a teacher of the University shall be referred to the Seniority Committee which shall decide the same giving reasons for the decision.</p> <p>(3) Any teacher aggrieved with the decision of the Seniority Committee may prefer an appeal to the Executive Council within sixty days from the date of communication of such decision to the teacher concerned. If the Executive Council disagrees with the Committee, it shall give reasons for such disagreement.</p>														
			CHAPTER-XVI														
			PART-I														
			<u>CONDITIONS OF SERVICE OF TEACHERS OF COLLEGES</u>														
	16.01		(1) A teacher of the College shall at all times maintain absolute integrity and devotion to duty and shall observe the Code of Professional Ethics mentioned in statute 14.30 and Code of Conduct as set out in Appendix B, which shall form part of the agreement to be signed by the teacher at the time of appointment as set out in Appendix C.														
	16.02.		<p>(2) A breach of any of the provisions of the Code of Professional Ethics mentioned in statute 14.30 and Code of Conduct as set out in Appendix B shall be deemed to be misconduct within the meaning of Statute 14.04.</p> <p>The original contract of appointment referred to in Appendix C shall be lodged with the Registrar of the University for registration within three months of the date of joining; such contract shall be duly stamped as per the rates applicable.</p> <p>The self-appraisal or linked Performance Based Appraisal System (PBAS) methodology shall form part of the service contract/record</p>														
	16.03.		No teacher of a college shall draw for any duties performed in connection with any examination referred to in section 34 (1) in any calendar year, any remuneration in excess of one-sixth of the aggregate of his salary in that calendar year or forty thousand rupees, whichever is less.														
	16.04.		TEACHING DAYS														
	16.04.01.		<p>(a) Subject to sub-clause (b), the Colleges must adopt at least 180 working days, i.e. there should be a minimum of 30 weeks of actual teaching in a (6-day) week. Of the remaining period, 10 weeks may be devoted to admission and examination activities, and non-instructional (including preparation of examination) days for co-curricular, sports, college day, etc., 06 weeks for vacations and 4 weeks may be attributed to various public holidays.</p> <p>The above is summarized as follows:-</p> <table border="1"> <thead> <tr> <th>Categorization</th> <th>Number of weeks</th> </tr> </thead> <tbody> <tr> <td>Teaching and learning Process</td> <td>30 (180 days)</td> </tr> <tr> <td>Admissions/Examinations/ preparation for examination</td> <td>03</td> </tr> <tr> <td>Examination</td> <td>02</td> </tr> <tr> <td>Vacation</td> <td>05</td> </tr> <tr> <td>Public Holidays (to increase and adjust teaching days accordingly)</td> <td>08</td> </tr> <tr> <td>Total</td> <td>52</td> </tr> </tbody> </table>	Categorization	Number of weeks	Teaching and learning Process	30 (180 days)	Admissions/Examinations/ preparation for examination	03	Examination	02	Vacation	05	Public Holidays (to increase and adjust teaching days accordingly)	08	Total	52
Categorization	Number of weeks																
Teaching and learning Process	30 (180 days)																
Admissions/Examinations/ preparation for examination	03																
Examination	02																
Vacation	05																
Public Holidays (to increase and adjust teaching days accordingly)	08																
Total	52																

			<p>(b) For the courses regulated by the National Council for Teacher Education, there shall be at least 200 working days, each session exclusive of the period of examination and admission, out of which at least 40 days shall be for practice teaching or skill development in nearby schools. Adjustments shall be made accordingly.</p> <p>The institution imparting teacher education shall work for a minimum of 36 hours in a week, during which physical presence in the institution of all the teachers and student-teachers is necessary to ensure their availability for individual advice, guidance, dialogues and consultations as and when needed:</p> <p>Provided that where a teacher of the University is not so available because of the sessions of the Parliament or the State Legislature, he shall be treated on such leave, as may be due to him, and if no leave is due, then on leave without pay.</p> <p>The colleges may have an option of a total vacation of 08 weeks in a year and no earned leave except when required to work during the vacations for which, 1/3rd of the period will be credited as earned leave.</p>
			PART-II
			LEAVE RULES FOR TEACHERS OF COLLEGES
		16.05.	<p>The provisions of statutes 14.12 to 14.26 relating to the Leave Rules of teachers of the University shall be applicable to the teachers of a college with the substitution of the words "management" and "Principal" for the words "Executive Council" and "Vice Chancellor" respectively</p>
			PART-III
			AGE OF SUPERANNUATION OF TEACHERS OF COLLEGES
		16.06.	<p>The age of superannuation of a teacher of an affiliated/associated college shall be sixty two years.</p>
		16.07	<p>No extension in service beyond the age of superannuation shall be granted to any teacher:</p> <p>Provided that a teacher whose date of superannuation does not fall on June 30, shall continue in service till the end of academic session, that is June 30 following and will be treated as on re-employment from the date immediately following the date of his superannuation till June 30 next following :</p> <p>Provided further that a teacher, who is treated to be on re-employment from the date immediately following date of his superannuation till June, 30 next following, will be entitled to pay and other benefits admissible to a government employee of equal status.</p>
			PART-IV
			OTHER PROVISIONS
		16.08.	<p>The provisions of clauses (2) to (4) of the Statute 14.05, Statutes 14.28 to 14.30 shall mutatis mutandis apply to every teacher of a college with the following modifications, namely :-</p> <p>(a) In clauses (2) to (4) of Statute 14.05, for the words "Vice Chancellor", and "Executive Council", the words "Principal" and "Management" shall respectively be substituted.</p> <p>(b) In Statute 14.28 for the words "Vice Chancellor", and "Head of the Department", the words "Principal" and the "Senior-most Associate Professor in the Department" shall respectively be substituted.</p>
			PART-V
			SENIORITY OF PRINCIPALS AND TEACHERS OF AFFILIATED COLLEGES
		16.09.	<p>The following rules shall be followed in Section determining the seniority of Principals and other teachers of affiliated colleges-</p> <p>(a) The principals shall be deemed senior to other teachers in the college.</p> <p>(b) The Principal of a post-graduate college shall be deemed senior to the Principal of a degree college;</p> <p>(c) The seniority of Principals and teachers of the affiliated colleges shall be determined by the length of continuous service from the date of appointment in substantive capacity;</p>

		(d)	Service in each capacity (for example as Principal or as a teacher), shall be counted from the date of taking charge pursuant to substantive appointment;
		(e)	Service in a substantive capacity in another University or another degree or post-graduate college, whether affiliated to or associated with the University established by law shall be added to his length of service.
	16.10.		When more than one teachers are entitled to count the same length of continuous service, the relative seniority of such teachers shall be determined as below-
		(i)	In the case of Principals, the length of substantive services as a Lecturer, shall be taken into consideration,
		(ii)	In the case of Lecturer, seniority in age shall be taken into consideration.
	16.11.		Where the seniority of a person as principal is to be determined for the Purpose of representation or appointment as such on a University authority, the length of service only as Principal shall be taken into account.
	16.12.	(1)	When two or more persons are appointed as teachers in the same department or in the same subject, their relative seniority shall be determined in order of preference or merit in which their names were recommended by the Selection Committee.
		(2)	If the seniority of the two or more teachers has been determined under clause (1), the same shall be communicated to the teachers concerned before their appointment.
	16.13.		All disputes regarding seniority of teachers (other than the Principal, shall be decided by the Principal of the college who shall give reasons for the decision. Any teacher aggrieved by the decision of the Principal prefer an appeal to the Vice-Chancellor within 60 days from the date of communication of such decision to the teacher concerned. If the Vice-Chancellor disagrees from the Principals, he shall give reasons for such disagreement.
	16.14.		All disputes regarding seniority of Principals of affiliated colleges shall be decided by the Vice-Chancellor who shall give reason for the decision. Any Principal aggrieved by the decision for the Vice-Chancellor may prefer an appeal to the Executive council disagrees with the Vice-Chancellor it shall give reasons for such disagreement.
	16.15.		The provisions of Statutes 15.01, 15.02, 15.05 and 15.08 shall mutatis mutandis apply to the teachers and Principals of affiliated colleges as they apply to the teachers of the University.
CHAPTER XVII HOSTELS			
Section 47(2)	17.01.		The hostels maintained by the University shall be such as laid down in the ordinances.
CHAPTER XVIII SURCHARGE			
	18.01.		Definitions- In these Statutes unless there is anything repugnant in the subject or context- (1) "Examiner" means the Examiner, Local Fund Account, Uttar Pradesh. (2) "Government" means the Government of Uttar Pradesh. (3) "Officer of the University" means an officer mentioned in any of the clauses (c) to (h) of section 9 of the Act and the Officers declared as such under Statute 2.21 & 2.23
	18.02.		(1) In any case where the Examiner is of the opinion that there has been a loss, waste or misapplication, which includes misappropriation or unjustifiable expenditure of any money or property of the university as a direct consequence of neglect or misconduct of an officer he may call upon the officer to explain in writing why such officer should not be surcharged with the amount of such loss, waste or misapplication of money or the amount which represents the loss, waste or misapplication of property and such explanation will be furnished within a period not exceeding two months from the date such requisition is

			<p>communicated to the person concerned:</p> <p>Provided that explanation from any of the officers other than the Vice-Chancellor shall be called for through the Vice-Chancellor.</p> <p>Note- (1) Any information required by the Examiner, or by a person appointed by him for the purpose, for preliminary inquiry shall be furnished and all connected papers and records shown to him by the officer (or if such information, papers or records are in possession of a person other than the said officer, by such person) within a reasonable time not exceeding two weeks in any case.</p> <p>(2) Without prejudice to the generality of the provisions contained in clause (1) the Examiner may call for the explanation in the following cases :</p> <p>(a) Where expenditure has been incurred in contravention of the provisions of these Statutes or of the Act or of the Ordinances or regulations made there under;</p> <p>(b) Where loss has been caused by acceptance of a higher tender without sufficient recorded reasons;</p> <p>(c) Where any sum due to the University has been remitted in contravention of the provisions of these Statutes or the Act or the Ordinances or regulations made there under ;</p> <p>(d) Where loss has been caused to the University by neglect in realizing its dues;</p> <p>(e) Where loss has been caused to the funds or property of the University on account of want of reasonable care for the custody of such money or property.</p>
			<p>(3) On the written requisition of the officer from whom an explanation has been called the University shall give him necessary facilities for inspection of the connected records. The Examiner may, on an application from the officers concerned, allow a reasonable extension of time for submission of his explanation if he is satisfied that the officer charged has been unable for reasons beyond his control to inspect the connected records for the purpose of furnishing his explanation.</p> <p>Explanation- Making of an appointment in contravention of the Act or the Statutes or the Ordinances made there under shall amount to misconduct and payments to the person concerned of salary or other dues on account of such irregular appointment will be deemed to be a loss, waste or misapplication of University money.</p>
	18.03.		<p>After the expiry of the period prescribed and after considering the explanation, if received within time, the Examiner may surcharge the officer with the whole or a part of the sum for which such officer may in his opinion be liable:</p> <p>Provided that in the case of loss, waste or misapplication accruing as a result of neglect or misconduct of two or more officers each such officer shall be jointly and severally liable:</p> <p>Provided further that no officer shall be liable for any loss, waste or misapplication after the expiry of ten years from the occurrence of such loss, waste or misapplication or after the expiry of six years from the date of his ceasing to be such officer whichever is later.</p>
	18.04		<p>An officer aggrieved by an order of surcharge passed by the Examiner may prefer an appeal to the Commissioner of the division in which the University is situated within thirty days from the date on which such order is communicated to him. The Commissioner may confirm, rescind or vary the order passed by the Examiner or may pass such order as he thinks fit. The order so passed shall be final, and no appeal shall lie against it.</p>
	18.05.		<p>(1) The officer who has been surcharged shall pay the amount of surcharge within sixty days from the date on which such order is communicated to him or within such further time, not exceeding one year, from the said date as may be permitted by the Examiner:</p> <p>Provided that where an appeal has been preferred under Statute 18.04 against the</p>

			order of surcharge passed by the Examiner all proceedings for recovery of the amount from the person who has preferred the appeal may be stayed by the Commissioner until the appeal has been finally decided.
			(2) If the amount of surcharge is not paid within the period specified in clause (1) it shall be recoverable as arrears of land revenue.
	18.06.		Where a suit is instituted in a court to question an order of surcharge and the Examiner or the State Government is a defendant in such a suit, all cost incurred in defending the suit shall be paid by the University and it shall be the duty of the University to make such payment without any delay.
CHAPTER XIX			
MISCELLANEOUS			
Sections 7(12) & 42 (d)	19.01.		The University may institute and award scholarships, fellowships (including travelling fellowships) studentships, medals and prizes in accordance with the provisions laid down in the Ordinances.
Sections 49 & 64	19.02.		All elections to an authority or body of the University according to the system of proportional representation by means of single transferable vote shall be held in the manner laid down in Appendix E.
Section 7	19.03.		Subject to the provisions of Section 7, the University may allow any person to appear as a private candidate at any examination conducted by the University: Provided that
			(a) such person fulfills the requirement laid down in Ordinances; and
Section 7	19.04.		(b) such examination does not relate to a subject or course of study in which practical examination is a part of the curriculum.
	19.05.		The provisions of statutes 19.03 shall <i>mutatis mutandis</i> apply to corresponding courses
			Notwithstanding anything contained in these Statutes or Ordinances of the University:
			(i) no admission shall be made after August 31 in an academic year.
			(ii) all examinations conducted by the University shall be completed by April 30, and
			(iii) results shall be declared by June 15
	19.06.		With a view to improving his result a candidate may be allowed to appear in one subject in any part of the undergraduate examination or any part of the post-graduate examination in next regular examination of the University.
CHAPTER XX			
QUALIFICATION AND CONDITIONS OF SERVICE OF NON-TEACHING STAFF OF THE AFFILIATED COLLEGE			
Sections 49(o)	20.01.		In this Chapter unless the context other wise requires:-
		(1)	Class four means a post carrying a pay scale lower than a pay scale of Routine Clerk and expressions 'Class Four' employee and 'class four' staff shall be construed accordingly.
		(2)	'Colleges' means a college affiliated to the University but does not include a college maintained exclusively by the State Government or a Local authority.
		(3)	'Employee' means a salaried employee not being a teacher of a college and its grammatical variations and cognate expressions shall be construed accordingly.
Sections 49(o)	20.02.	(1)	Subject to the provisions of these Statutes the appointment to the posts referred to in Statutes 16.18. shall be made by the Management of the College and appointment to the posts of class four employees shall be made by the Principal
		(2)	The appointing authority referred to in clause(1) shall have the power to take disciplinary action and award punishment against the class of employee of which he is appointing authority.
		(3)	Every decision of the appointing authority referred to in clause (2) shall, before it is communicated to the employee, be reported to the District Inspection of Schools and shall not take effect unless it has been approved by him in writing Provided that nothing in this clause shall apply to any termination of services on the expiry of the period for which the

			employee was appointed; Provided further that nothing in this clause shall apply to an order of suspension pending inquiry, but the District Inspector of Schools.
		(4)	An appeal against the order referred to in clause(2) and clause(3) shall lie to the Regional Dy. Director of Education.
Sections 49(o)	20.03.	(1)	Appointment to the post of Librarian, Deputy Librarian, Physical Education Instructor, Pharmacist, Routine Clerk or any other post either in the pay scale of, or in pay scale higher than that of, Routine clerk other than the post mentioned in clause(2) or clause(3) shall be made by direct recruitment on the recommendation of selection committee in the manner provided in clause(6) after advertisement of the vacancy in the news-papers; Provided that the post of Librarian shall be filled by promotion from the post of Deputy Librarian if the incumbent of the later post possesses the prescribed minimum qualifications for the post of Librarian;
		(2)	Appointment to the post of Head Clerk-cum-Accountant, Head Clerk, office Superintendent and Bursar shall be made by promotion according to seniority subject to suitability and fitness from amongst the existing employees having required Qualification and appointment to the post of Head Clerk, Office Superintendent and Bursar may be made by direct recruitment on the basis of selection after advertisement of the vacancy in the newspapers.
		(3)	Appointment employees shall be subject to the approval of the Director of Education (Higher Education), or an officer authorized by him in this we have if the approving authority does not within two months from receiving the Proposal intimate its disapproval for does not sent in respect of such proposal, any intimation. To the appointing authority the approving authority shall be deemed to have approved the appointment
		(4)	Appointment upon permanent posts shall be made on probation for one year. The period of probation may be extended if the candidate's work is not found to be satisfactory provided that the total period of probation shall not exceed three years. The extended period of probation shall not count for increment.
		(6)	The selection committee for appointment to the post of Librarian, Deputy Librarian or Physical Training Instructor, Deputy Librarian for Physical Training Instructor shall consist of:-
		(i)	The head of the Management or a member of the Management nominated by him, who shall be the chairman.
		(ii)	The Principal of the college.
		(iii)	One officer to be nominated by the Director of Education (Higher Education).
		(b)	The selection committee for the appointment to the remaining posts referred to in clause(I) or clause (III) either by direct recruitment by Promotion shall consist of-
		(i)	The head of the Management or a member of the Management nominated by him, who shall be the chairman.
		(ii)	The Principal of the college.
		(iii)	The District Inspector of Schools.
		(iv)	The District Employment officer or an officer authorised by him in this behalf.
		(c)	For purpose of direct recruitment to the posts referred to in clause(1) and (3), the vacancy shall be advertised in at least two newspapers having adequate circulation in Uttar Pradesh and names of suitable candidates, shall also be obtained from the concerned District Employment Officer.
		(d)	Name of Candidates for appointment to a post in class four shall be obtained from the concerned District Employment Officer. In the event of Non-availability of suitable candidate in such manner, the post may be advertised
		(e)	No employee shall be eligible for payment of salary from the Salary Payment Account unless the permission as contemplated by sub-clause (b) of clause (iii) of section 60-A of the Act has been accorded.
		(f)	If the management does not agree with the recommendations of the selection committee, it shall refer the matter to the approving authority along with the reasons of its disagreement, and the decision of the said authority shall be final.
Section 49(0)	20.04.		Reservation shall be made for Scheduled Caste and Scheduled Tribes candidates for appointment to the posts referred to a Statutes 20.06. The percentage of such reservation

Section 43(v)	20.05.		shall be equal to percentage prescribed for appointment in government service. A candidate for employment in a college must be-
		(a)	A citizen of India; or
		(b)	A Tibetan refugee who came over to India before January 1, 1962, with the intention of permanently settling in India; or
		(c)	A person of Indian origin who has migrated from Pakistan, Burma, Ceylon and East African Countries of Kenya, Uganda and United Republic of Tanzania (formerly Tanzania and Zanzibar) with the intention of permanently settling in India; Provided that a candidate belonging to category (b) or category (c) must be a person in whose favour a certificate of eligibility has been issued by the State Government; Provided further that a candidate belonging to category (b) will also be required to obtain certificate of eligibility from Deputy Inspector General of Police, Intelligence Branch, UP.
Section 42(v)	20.06.	(1)	For appointment in a college to the post specified below, the minimum qualification shall be as noted against each category :
		(i)	Clerical Staff- for the post of a routine clerk, Assistant, head clerk- cum accountant and head clerk. Intermediate or an examination recognized by the State Government as equivalent thereto Provided that in the case of head clerk-cum- accountant and head clerk experience on the posts routine clerk or assistant, in a post-graduate or degree or intermediate college for a period of at least ten years shall be necessary.
		(ii)	Laboratory Assistant- For the post the laboratory assistants, Intermediate or an examination recognized by the State Government as equivalent thereto, in subject with which the laboratory is concerned, or High School or an examination recognized by the state government as equivalent thereto, with at least five years experience as laboratory bearer in the laboratory of the subject concerned.
		(iii)	A Librarian 'A' and 'B' category- Master's Degree together with a degree in library Science and Three years experience.
		(A)	Librarian 'C' category- Bachelors Degree together with a degree in library Science and two years experience.
		(B)	Deputy Librarian 'A' and 'B' Category Bachelors Degree together with a degree in library Science and two years experience.
		(C)	Deputy Librarian 'C' category - Bachelors degree together with a degree in Library Science. Explanation - For the purpose of these Statutes Librarian/Deputy Librarian 'A' and 'B' Category means the Librarian/Deputy Librarian of a degree college where two thousand or more students are studying and " Librarian/ Deputy Librarian 'C' category" means a Librarian/Deputy Librarian of degree college where less than two thousand students are studying.
			For clause (v) the following clause shall be substituted namely:- Provided that in the case of a college where the number of scholars does not exceed five hundred the requirement of M.Lib. or B.Lib. may be relaxed and a candidate holding a certificate of diploma in library science may be appointed.
		(iv)	Office Superintendent- For the post of Office Superintendent. Degree from a recognized University established by law together with at least ten years working experience as Head Clerk or Accountant in college affiliated to or associated with a University or in any other similar institution.
		(v)	Accountant- For the post of accountant, a degree in Commerce from a recognized University established by law, together with at least ten years working experience as accounts clerk.
		(vi)	Assistant Accountant- Bachelor's degree in commerce of a recognized University established by law with Accountancy/Audit
		(vii)	Bursar- For the post of bursar a degree from a recognized University established by law with at least ten years working experience as office-Superintendent or Accountant in a degree or post-graduate college.
		(viii)	Class four staff-For class IV posts; passed class V from a recognized school;
		(ix)	Other Posts-For any other post not covered by the preceding clauses, such minimum qualification as may be specified by the State Government by general or special orders. Provided that no educational qualification shall be required for the post of

			sweeper but preference will be given to a person who is educated or is at least able to read and write Hindi in Devanagari Script.
		(2)	No employee who does not possess the qualification prescribed in clause (1) shall after the commencement of these Statutes, be eligible for promotion or confirmation unless he attains the aforesaid qualifications. Provided that nothing contained in this Statutes shall affect the promotion and confirmations made prior to commencement of these Statutes.
	20.07.	(1)	For appointment of an employee in a college through Direct Recruitment the minimum age of the candidate shall be 18 years and the maximum age for the post of routine clerk or post in equivalent scale of pay, shall be 27 years, and for any other post referred to in clause (1) and For appointment of an employee in a college, through direct recruitment, the minimum age of candidate shall be 18 years and maximum age for the posts in equivalent scale of pay shall be 30 years, and for any other posts, referred to in clause (1) and (3) of Statutes 21.03. it shall be 40 years. The maximum age shall be higher by five years in the case of candidate belonging to a Scheduled Caste or a Scheduled tribe. Provided that with prior consent of the Director of Higher (Higher Education) the condition of maximum age limit of 30 years or 40 years, as case may be referred to above may be relaxed up to 5 years in special circumstance. Provided further for maximum age limit shall not apply to an employees referred to in the Statute 21.16 and proviso to clause (1) of statutes 21.03. Provided also that for appointment to a vacancy reserved for ex-servicemen, the maximum age shall be higher by the period of the candidate in the Armed forces plus three years.
			CHAPTER XXI
	21.01		CREATION AND FILLING UP OF TEACHING POSTS
	21.01.01		Teaching posts in universities, as far as feasible, may be created in accordance with the provisions contained in section 21(3) of the Act in a pyramidal order, that is, for instance, for one post of Professor, there shall be two posts of Associate Professors and four posts of Assistant Professors, per department.
	21.01.02		All the sanctioned/approved posts in the university system shall be filled up on an urgent basis.
	21.02		WORK-LOAD
	21.02.01		The workload of the teachers in full employment should not be less than 40 hours (not periods) a week for 30/33 working weeks (180 teaching days/200 teaching days) in an academic year. It should be necessary for the teacher to be available for at least 5 hours (of 60 minutes) daily in the University/College for which necessary space and infrastructure should be provided by the University/College. Direct teaching learning process hours in a week should be as follows:
			Assistant Professor 16 hours of 60 minutes each Associate Professor and Professor 14 hours of 60 minutes each
	21.02.02		A relaxation of two hours in the workload may, however, be given to Professors who are actively involved in extension activities and administration. A minimum of 6 hours per week may have to be allocated for research activities of a teacher.
	21.03.		OTHER PROVISIONS
			Save as otherwise provided in these statutes, other provisions, not covered by these statutes, shall be governed by the relevant provisions of 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, 2010.
			CHAPTER XXII

				NON TEACHING STAFF OF THE UNIVERSITY
		22.01.		The condition of service of non-teaching staff of the university, other rules like leave and seniority and emoluments etc. shall be such as may be laid down by the ordinances of the university.

APPENDIXS

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	<u>Assessment Criteria and Methodology</u> Table 1 to 3 - For University and College Teachers Table 4 - For Assistant Librarian, Deputy Librarian, Librarian etc. Table 5 - For Assistant Director/Deputy Director/Director Physical Education and Sports etc.
Appendix III	Government order no. 269/ 70-1-2018-16(35)/2017 dated July 25, 2018 shall remain as provided by State Government
Appendix IV	Government order no.600/70-1-2019-16(114)/2010 dated June 28, 2019
Appendix V	Government order no.1124/70-4-2018-358(Vi0Ve0Aa0)/2018 dated September 13, 2018
Appendix VI	Government order no.1/2018/09/70-1-2018-16(58)/2017 dated January 18, 2018
Appendix VII	Government order no.269/70-2-2014-16(246)/2010 dated April 24, 2014 as amended vide Government order no.3/2018/09/70-1-2018-16(58)/2017 dated January 18, 2018
Appendix VIII	Government order no. 6/2018/597/ 70-1-2018-16(123)/2015 dated August 06, 2018
Appendix IX	Name of Affiliated college of the University and Courses running in them.

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) $\times 100\%$ (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
	<p>Involvement in the University/College students related activities/research activities:</p> <p>(a) Administrative responsibilities such as Head, Chairperson/ Dean/ Director/ Co-ordinator, Warden etc.</p> <p>(b) Examination and evaluation duties assigned by the college / university or attending the examination paper evaluation.</p> <p>(c) 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.</p> <p>(d) Organising seminars/ conferences/ workshops, other college/university activities.</p> <p>(e) Evidence of actively involved in guiding Ph.D students.</p> <p>(f) Conducting minor or major research project sponsored by national or international agencies.</p> <p>(g) At least one single or joint publication in peer reviewed or UGC list of Journals.</p>	<p>Good - Involved in at least 3 activities</p> <p>Satisfactory - 1-2 activities</p> <p>Not-satisfactory - Not involved / undertaken any of the activities</p> <p>Note: Number of activities can be within or across the broad categories of activities</p>
<p>Overall Grading: Good: Good in teaching and satisfactory or good in activity at Sl.No.2. Or Satisfactory: Satisfactory in teaching and good or satisfactory in activity at Sl.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</p>		

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 Statutes and as per the acts, statutes and ordinances of the parent institution

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 Engineering / Agriculture / Medical / Veterinary Sciences	Faculty of Languages / Humanities / Arts / Social Sciences / Library / Education / Physical Education / Commerce / Management & other
1.	Research Papers in Peer-Reviewed or UGC listed Journals	08 per paper	10 per paper
2.	Publications (other than Research papers)		
	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
) 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		
	Development of Innovative pedagogy	05	05
	Design of new curricula and courses	02 per curricula/course	02 per curricula/course
	MOOCs		
	Development of complete MOOCs in 4 quadrants (420 credit course)(In case of MOOCs of lesser credits 05 marks/credit)		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
	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 02 complete course/paper/e-book (at least one quadrant)		02
	Editor of e-content for complete course/ paper /e-book	10	10
4	(a) Research guidance		

[PART III—SEC. 4]

	Ph.D.		
	M.Phil./P.G. dissertation	10 per degree awarded 05 per thesis submitted	10 per degree awarded 05 per thesis submitted
	(b) Research Projects Completed	02 per degree awarded	02 per degree awarded
	More than 10 lakhs		
	Less than 10 lakhs	10	10
	(c) Research Projects Ongoing :	05	05
	More than 10 lakhs		
	Less than 10 lakhs	05	05
	(d) Consultancy	02	02
		0	
5	Patents	3	03
	International		
	National	10	10
		07	07
	*Policy Document (Submitted to an International body/organisation like LINO/UNESCO/World Bank/International Monetary Fund etc. or Central Government or State Government)		
	International		10
	National	7	07
	State	4	04
	(e) Awards/Fellowship		
	International	07	07
	National	0	
		5	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

Criteria for Short-listing of Candidates for Interview for the Post of Assistant Professors in Universities					
S.N.	Academic Record	Score			
	Graduation	80% & Above = 15	60% to less than 80% = 13	55% to less than 60% = 10	45% to less than 55% = 05
	Post-Graduation	80% & Above = 25	60% to less than 80% = 22	55% (50% in case of SC/ST/OBC (non creamy layer)/PWD) to less than 60% = 20	
	M.Phil.	60% & above = 07	55% to less than 60% = 05		
	Ph.D.	30			
	NET with JRF	07			
	NET	05			
	SLET/SET	03			
	Research Publications (2 marks for each research publications published in Peer-Reviewed or UGC-listed Journals)	10			
	Teaching / Post Doctoral Experience (2 marks for one year each)#	10			
	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.

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

Criteria for Short-listing of candidates for Interview for the Post of Assistant Professors in Colleges					
S.N.	Academic Record	Score			
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.

(1)	M.Phil. + Ph.D.	Maximum	25 Marks
2)	JRF/NET/SET		10 Marks

i)	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</p> <p>OR</p> <p>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.	
<p>Note :</p> <ol style="list-style-type: none"> (1) It is recommended to use ICT technology to monitor the attendance of library staff and compute the criteria of assessment. (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. (3) The system of tracking user grievances and the extent of grievances redressal details may also be made available to the CAS promotion committee. 		

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.		