

# UNIVERSITY OF AGRICULTURAL SCIENCES, DHARWAD

No.R/Rectt/CAS-96/1/2003



Office of the Registrar  
Krishinagar, Dharwad-5  
Date: August 1, 2003

## CIRCULAR

**Sub: Career Advancement Scheme – 1996 for teachers in UAS, Dharwad.**

- Ref:1. Statute 29(ix)(A) of UAS, Dharwad.  
2. Letter F.No.21-10/99-Per.IV, dtd. 19<sup>th</sup> April 2001 of the Under Secretary (P), ICAR, New Delhi.  
3. Govt.Order No.AHD 25 AUM 99, dtd. 14.1.2000.  
4. University Order No.R/B/86/2001, dtd. 6.10.2001.  
5. Approval of the Vice-Chancellor, UAS, Dharwad.

...

**T**he teachers in the University of Agricultural Sciences, Dharwad, willing to avail the provisions of the Career Advancement Scheme-1996 implemented from 14.1.2000 (vide ref.4) and who fulfill the conditions are requested to send their biodata particulars in quadruplicate through proper channel in the enclosed proforma on or before **30<sup>th</sup> September 2003** as indicated below:

1. Assistant Professor to Assistant Professor (Senior Scale)
2. Assistant Professor (Senior Scale) to Assistant Professor (Selection Grade)/Associate Professor
3. Associate Professor to Professor

The conditions and the requisite proforma for submitting the biodata particulars are enclosed herewith.

Further, in future all the teachers who are eligible for the CAS-1996 shall submit their biodata before 30<sup>th</sup> June every year for further processing and implementing the scheme. No separate circulars will be issued in this regard unless there is any change in the policy of promotion.

**Sd/-**  
**(M.N. SHEELAVANTAR)**  
**REGISTRAR**

- To : All Officers of the University.  
: All Heads of Research Stations/KVKs/Schemes/All Heads of Departments.  
: The President/Secretary, Teachers' Association, UAS, Dharwad.  
: The Special Officer, SC/ST Cell, UAS, Dharwad.

...

## GENERAL REQUIREMENTS UNDER CAREER ADVANCEMENT SCHEME

1. Minimum length of service for eligibility to move into the grade of Assistant Professor (Senior Scale) would be four years for those with Ph.D., five years for those with M.Phil., and six years for others as Assistant Professor and for eligibility to move into the grade of Assistant Professor (Selection Grade)/ Associate Professor, the minimum length of service as Assistant Professor (Sr.Scale) shall be uniformly five years.
2. For movement into grades of Associate Professor and above, the minimum eligibility criterion would be Ph.D. Those teachers without Ph.D. can go up to the level of Assistant Professor (Selection Grade).
3. Assistant Professors in the Senior Scale who do not have a Ph.D. degree or equivalent published work, and who do not meet the scholarship and research standards, but fulfill the other criteria given above for the post of Associate Professor, and have a good record in teaching and, preferably, have contributed in various ways such as to the corporate life of the institution, examination work, or through extension activities, will be placed in the Selection Grade, subject to the recommendations of the Selection Committee which is the same as for promotion to the post of Associate Professor. They will be designated as Assistant Professors in the Selection Grade. They would offer themselves for fresh assessment after obtaining Ph.D. and or fulfilling other requirements for promotion as Associate Professor if found suitable, could be given the designation of Associate Professor. In case the requirement of completion of summer institutes/refresher courses is not fulfilled by December 2004, the promotion given to the teachers will be withdrawn.
4. The Selection Committees for Career Advancement shall be the same as those for direct recruitment for each category.
5. The requirement of participation in orientation/ refresher courses/ summer institutes, each of at least 3 to 4 weeks duration, and consistently satisfactory performance appraisal reports, shall be the mandatory requirement for Career Advancement from Assistant Professor (Sr. Scale) to Assistant Professor (Selection Grade). Wherever the requirement of orientation/ refresher courses has remained incomplete, the promotions would not be held up but these must be completed by the end of December 2004. In case the requirement of participation in orientation/ refresher courses/ summer institutes is not fulfilled by December 2004, the promotion given to the teachers will be withdrawn.

The requirement for completing these courses would be as follows:

- i) For Assistant Professor to Assistant Professor (Sr.Scale), one orientation course would be compulsory for University and College teachers. Those without Ph.D. would be required to do one refresher course in addition.
  - ii) Two refresher courses for Assistant Professor (Sr.Scale) to Assistant Professor (Selection Grade).
  - iii) The senior teachers like Assistant Professors (Selection Grade)/ Associate Professors and Professor may opt to attend two Seminars/ Conference in their subject area and present paper as one aspect of their promotion/selection to higher level or attend refresher course to be offered by ASCs for this level.
6. Foreign training programmes undergone by the scientists of ICAR/teachers of the State Agricultural Universities are not recognized at par with Summer Institutes/ Refresher Courses being organized by the UGC/Edn. Division of the Council for the purpose of Career Advancement. The foreign training programmes undergone by the scientists of ICAR/teachers of SAUs will therefore, not be treated at par with Summer Institutes/Refresher Courses being organized/ sponsored by ICAR or UGC

as per the letter No.21(48)/2001-Per.IV, dtd. 8<sup>th</sup> October 2002 of the Dy. Secretary (P&A), ICAR, New Delhi.

7. The teachers who are superannuating within next three years be exempted from attending Refresher Courses.
8. If the number of years required in a feeder cadre is less than those stipulated in notification, thus entailing hardship to those who have completed more than the total number of years in their entire service for eligibility in the cadre, may be placed in the next higher cadre after adjusting the total number of years. This situation is likely to arise as in the earlier scheme, the number of years required in feeder cadre were much more than those envisaged under this circular. However, the provision is not applicable for promotion from Associate Professor to Professor as per the ICAR communication vide No.F.37(2)/2003-Per.IV, dtd. 23<sup>rd</sup> June 2003.
9. Previous service, without any break as an Assistant Professor or equivalent, in a university, college national laboratory, or other scientific organization, e.g., CSIR, ICAR, UGC, DRDO, ICSSR, ICHRI and as a UGC Research Scientist, should be counted for placement of Assistant Professor in Senior Scale/Selection Grade provided that:
  - i) The post was in an equivalent grade/scale of pay as the post of an Assistant Professor.
  - ii) The qualifications for the post were not lower than the qualifications prescribed by the UGC for the post of Assistant Professor.
  - iii) The candidates who apply for direct recruitment should apply through proper channel.
  - iv) The concerned Assistant Professors possessed the minimum qualifications prescribed by the UGC.
  - v) The post was filled in accordance with the prescribed selection procedure as laid down by the University/ State Government/ Central Government/ Institution's regulations.
  - vi) The appointment was not ad-doc or in a leave vacancy of less than one year duration. Ad-hoc service of more than one year duration can be counted provided:
    - (a) the ad-hoc service was of more than one year duration;
    - (b) the incumbent was appointed on the recommendation of duly constituted Selection Committee; and
    - (c) the incumbent was selected to the permanent post in continuation to the ad-hoc service, without any break.
10. As per letter No.F.37(3)/2003-Per.IV, dtd. 24<sup>th</sup> April 2003 of the Dy. Secretary (P&A), ICAR, New Delhi, under the revised Career Advancement Scheme applicable to the teachers/ scientists promotion from one grade to another grade after completion of residency period and subject to other conditions is on personal basis and not against sanctioned posts. The teachers/ scientists on promotion to Senior Scale, Associate Professor/ Assistant Professor (Selection Grade) and from Associate Professor to Professor etc. carry the post from which he/she has been promoted along with him/her. Since promotions under CAS are on personal basis the promoted teachers/scientists will continue to be adjusted against the posts against which he/she has been directly recruited. The teaching and any other workload are also carried forward by the teacher/scientist with him/her irrespective of the fact that he/she has been placed in a higher scale under the Career Advancement Scheme.

11. The criteria and terms to be adhered to in selecting a candidate for promotion from Associate Professor to Professor under CAS in the University shall be:

- i) that a minimum of 8 years experience as an Associate Professor be an eligibility;
- ii) that the Professor already appointed under direct recruitment be not eligible;
- iii) that self-appraisal report for the period including five years before the date of eligibility be submitted;
- iv) that minimum of five research publications out of which two could be the books be submitted for evaluation/ assessment before the interviews;
- v) that the assessment of the research publications, including books be done by three eminent experts in the subject which shall be different than those called for interview to be conducted later on;
- vi) that all the recommendations be positive from the three experts. In case the recommendation of one out of the three is negative, the research publications be sent to the fourth expert for evaluation and assessment. In all, there has to be a minimum of three positive recommendations out of the total of four experts, in case the fourth expert has participated in the exercise due to one negative report out of the initially three experts involved in evaluation.
- vii) that there be a separate column in the evaluation report of the expert saying whether the research publications and books are recommended or not recommended.
- viii) that the University be permitted to hold the interview for promotion under CAS only for those candidates who have cleared by obtaining minimum of three positive recommendations from the experts on their research publications/ books;
- ix) that then after the interview be conducted inviting three experts of the concerned subject making sure that these experts be different than those who had assessed and evaluated the research publications;
- x) that repeat process of promotion/interview for the rejected candidates can be conducted only after a minimum period of one year from the date of promotion process/ interview in which the candidate was rejected;
- xi) that the promotion from Associate Professor to Professor under CAS being a personal position and not against a sanctioned post, the teaching workload of the Associate Professor be carried forward with him/her and be undertaken by the promotee even in the capacity of the CAS Professor.

...