

Ordinance 4 (B)
[Reference Section 37 (xv) and 49 A]

(Based on the career advancement Scheme (CAS) of the University Grant Commission)

- Short Title** - This ordinance may be called the promotion of teachers of the University under career advance scheme. Which lays down the eligibility and procedure for promotion of Lecturers and Readers of Vishwavidyalaya.
2. **Commencement**- This ^{Ordinance} shall be deemed to have come into force with effect from 27th July, 1998.
3. **Application** - This ordinance shall apply to all the universities established under the Madhya Pradesh Vishwavidyalaya Adhiniyam, 1973 (No. 22 of 1973)
4. **Eligibility for Promotion** -
- (1) Minimum length of service on the post of lecturer for eligibility to move in to the grade of Lecturer (Senior Scale) shall be four years for those with Ph.D., five years for those with M.Phil. and six years for others at the level of Lecturer and for eligibility to move into grade of Lecturer (Selection grade)/ Reader, the minimum length of service as Lecturer (Senior Scale) shall be uniformly five years.
- (2) For movement / promotion from the Lecturer (senior scale) to the post of Reader and above, the minimum eligibility criterion shall be Ph.D. Those without Ph.D. can go up to the level of Lecturer (Selection grade).
- ✓ (3) A Reader with a minimum of eight years of service shall be eligible to be considered for appointment as a Professor. Provided if a Lecturer was promoted as a Reader under Merit Promotion Scheme before putting in the stipulated length of service of eight years as a Lecturer, he shall be required to put in balance period of service in addition to eight years of service as

Reader for eligibility to the promotion on the post of Professor. For example - If a Lecturer has been promoted as Reader under Merit Promotion Scheme after putting in 7 years of service as Lecturer, he will be required to put in 9 years service as Reader to be eligible for the promotion as Professor.

5. Eligibility for the Post of Lecturer (Senior Scale)

A Lecturer will be eligible for placement in a senior scale through a procedure of selection, if he has:-

- (a) Completed 6 years of service after regular appointment with relaxation of one year and two years, respectively, for those with M.Phil. and Ph.D.
- (b) Participated in one orientation course and one refresher course of approved duration, or engaged in other appropriate continuing education programme of comparable quality as may be specified or approved by the University Grants Commission (those with Ph.D. degree may be exempted from one refresher course).
- (c) Consistently satisfactory performance appraisal reports.

6. Eligibility for the post of Lecturer (Selection Grade)

Lecturer in the Senior Scale who do not posses a Ph.D. degree or equivalent published work, and who do not meet the scholarship and research standards, but fulfill the other criteria provided above for the post of Reader, 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, shall 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 Reader. They shall be designated as Lecturers in the selection Grade. They could offer themselves for fresh assessment after obtaining Ph.D. and /or fulfilling other requirements for promotion as Reader and, if found suitable, shall be given the designation of Reader.

7. Eligibility for the post of Reader

A Lecturer in the Senior Scale shall be eligible for promotion to the post of Reader if he has:-

- (a) Completed 5 years of service in the Senior Scale.
- (b) Obtained a Ph.D. Degree or has equivalent published work.

Made some mark in the areas of scholarship and research as evidenced e.g. by self- assessment reports of referees, quality of publications, contribution to educational innovation, design of new course and curricula and extension activities.

- (c) After placement in the senior scale participated in two refresher courses/summer institutes of approved duration, or engaged in other appropriate continuing education programmes of comparable quality as may be specified or approved by the University Grants Commission.
- (d) Possesses consistently good performance appraisal reports.
- (e) Promotion to the post of Reader shall be through a process of selection by a selection committee, constituted in accordance with the provisions of section 49 of the Madhya Pradesh Vishwavidalaya Adhiniyam 1973 (NO. 22 of 1973).

8. **Eligibility & Procedure for the promotion on the post of Professor from Reader**

- ✓(1) (a) A minimum of 8 years of experience as a Reader shall be an eligibility subject to the provisions of para 4 (3).
- (b) The Professor already appointed under direct recruitment shall not be eligible.
- (c) Self-appraisal report for the period including five years before the date of eligibility shall be submitted.
- ✓(d) A Minimum of five research publications out of which two may be the books is submitted for evaluation/assessment before the interviews.
- (e) The assessment of the research publications, including book, shall be done by three eminent experts in the subject which shall be different than those called for interview to be conducted later on.
- (f) All the recommendations shall be positive from the three experts. In case 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 in the evaluation.

- (g) There shall be a separate column in the evaluation report of the expert stating whether the research publications and books are recommended or not recommended.
- (h) The university shall 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 publication/books.

(2) After the evaluation and assessment the interview shall be conducted inviting three experts of the concerned subject, these experts shall be different than those who had assessed and evaluated the research publication under sub clause (8) of clause (i).

(3) 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.

9. General :-

(1) 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 Lecturer to Lecturer (Senior Scale) and from Lecturer (Senior Scale) to Lecturer (Selection grade).

(2) The Requirements for completing these courses shall be as follows :-

- (a) For Lecturer to Lecturer (Senior Scale), one orientation course shall be compulsory for University and College teachers. Those without Ph.D. shall be required to do one refresher course in addition.
- (b) Two refresher course for Lecturer (Senior Scale) to Lecturer (Selection Grade).
- (c) The senior teachers like Reader/lecturer (Selection Grade) and Professors may opt to attend two seminars/Conferences in their subject area and present

- papers as one aspect of their promotion/ selection to higher level.
- (3) The Selection Committee for Career Advancement shall be, the selection committee constituted in accordance with the provisions of section 49 of the Madhya Pradesh Vishawavidyalaya Adhiniyam 1973 for promotion of teacher.

10. ✓ Procedure :-

- (1) The Registrar shall issue a notice inviting applications from eligible Teachers in form Appendix-A obtainable from the University office. Copies of the notice shall be sent to the Dean of faculties, Head of Departments and to the Teachers who have completed the required period of service for promotion. The candidate shall submit their publications in 4 sets, with the application.
- (2) The Kulpati or person nominated by Kulpati after scrutiny of the application and on being satisfied that the teachers who have applied for promotion are eligible for promotion, shall refer the application of each teacher for further process.
- ✓ (3) If the number of years required in a feeder cadre are less than those stipulated in this 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.
- (4) The guidelines and clarifications as are issued by the University Grants Commission from time to time shall apply mutatis mutandis.