

THE NORTH-EASTERN HILL UNIVERSITY ORDINANCES

OE-15

ON CAREER ADVANCEMENT SCHEME

Under Section 26 (1) (n) of the NEHU, 1973

1. There shall be a career advancement scheme (CAS) for placement / promotion of teachers of the University from lecturer to lecturer (Senior Scale), from lecturer (Senior Scale) to Lecturer (Selection Grade) /reader and from reader to professor.
2. Selection committees for CAS shall be the same as those for direct recruitment for each category.
3. The existing scheme of career advancement for other academic staff shall continue.
4. Qualification and requirements.
 - i. Lecturer (Senior Scale)
A lecturer shall be eligible for placement in the senior scale if he/she 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 programmes of comparable quality as may be specified or approved by the UGC. Candidates with Ph.D degree shall be exempted from on refresher course, and
 - c. Satisfactory self appraisal report.
 - ii. Lecturer (Selection Grade)
A lecturer in the senior scale shall be eligible for placement in the selection grade if he/she has
 - a. Completed 5 years of service in the senior scale or 11 years of combined service as Lecturer/Lecturer in the senior scale (9 years in the case of Ph.D degree holders and 10 years in the case of the M.Phil degree holders.
 - b. Participated after placement in the senior scale, 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 UGC.
 - c. A good record in teaching and has contributed to the corporate life of the University/Institutions examination work or through extension activities and
 - d. Satisfactory self appraisal report.

Whenever the requirement of orientation/refresher course has remained incomplete, the placement would not be held up but these may preferably be completed by the year 2000 and not later than 2002.

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iii. Reader

A lecturer (senior scale) shall be eligible for promotion as reader if he/she has

- a. completed 5 years of service in the senior scale or 11 years of combined service as lecturer/lecturer in the senior scale/selection grade (9 years in the course of Ph.D. degree holders).
- b. Obtained a Ph.D. degree or has equivalent published work.
- c. Made some mark in the areas of scholarship and research as evidenced by self-assessment, reports of referees, quality of publication, contribution to educational innovation, design of new courses and curricula and extension activities.
- d. Participated in two refresher courses/ summer institutes of approved duration after placement in lecturer (senior scale), or engaged in other programmers of comparable quality as may be specified or approved by the University Grants Commission, and
- e. Consistently satisfactory self-appraisal report(s).

Provided that a lecturer in the selection grade may offer himself/herself for fresh assessment to be designated as Reader after obtaining a Ph.D. degree of fulfilling other requirements for promotion to readership.

- f. The requirement of participation in orientation/refresher courses/summer institutes, each of at least 3 weeks duration, and consistently satisfactory performance appraisal reports, shall be mandatory requirements for career advancement from lecturer to lecturer (Senior scale) and from lecturer (Senior Scale) to lecturer (Selection Grade) / reader. Wherever the requirements of orientation/ refresher courses/summer institutes has remained incomplete, the promotion would not be held up but these must be completed by the year 2000 but not later than 31.12.2002.

Provided that if an applicant for promotion to the post of lecturer (Senior Scale)/Lecturer (Selection Grade/Reader) does not have required number of summer institutes/orientation of refresher courses, he/she shall be required to bring this fact to the notice of the University giving reasons for his/her not being able to participate in such course.

iv. Professor

- a. that a minimum of 8 years experience as a Reader be an eligibility.
- b. that the Professor already appointed under direct recruitment be not eligible.
- c. that the self-appraisal report for the period including five years before the date of eligibility be submitted;
- d. that minimum of five years research publications out of which two could be books be submitted for evaluation/ assessment before the interviews. The research publications to be assessed by the experts for

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promotion of Readers to professors shall pertain to the period between his/her appointment as Reader and the date he/she becomes eligible for promotion as Professor. If on the date of eligibility the candidate did not have the required number of publications, his/her date of eligibility shall be shifted to the date he/she becomes eligible after fulfilling all requirements;

- e. that the assessment of the research publications, including books, be done by three eminent experts in the subject which shall be different from those called for interview to be conducted later on;
- f. 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 expert involved in evaluation;
- g. that the University be permitted to hold the interview for promotion under CAS only for those candidates who have obtained a minimum of three positive recommendations from the experts on their research publications/books;
- h. that the interview be conducted inviting three experts of the concerned subject making sure that these experts be different from those who had assessed and evaluated the research publications;
- i. that the cases to promotion/interview for the rejected candidates can be processed only after a minimum period of one year from the date of promotion process/interview in which the candidate was rejected;
- j. that the promotion from Reader to professor under CAS being persona and not against a sanctioned post, the teaching work load of the Reader be carried forward with him/her and be undertaken by the promote even in the capacity of the CAS professor.
- k. that for the purpose of continuing of past services one should have rendered his or her services as Reader/Associate Professor (in the scale of Pay of Rs.3700-5700 revised to Rs.12,000-18-300/-) in any other recognized University/College.

5. Procedure of Scrutiny:

A copy each of five research publications, out of which two could be books, of the candidate for Professorship shall be sent well in advance to three eminent external experts in the subject for evaluation / assessment before the interview for promotion is held. These experts will be different from those called to conduct the interview.

Only those candidates who have received minimum of three positive recommendations from the experts on their research publications/ books will be called for interview.

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In case the recommendations of one out of the three experts is negative, the research publications/books will be sent to the fourth expert for evaluation. In all there shall be a minimum of three positive recommendations out of the 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/ assessment.

6. An applicant for promotion under the CAS shall be entitled to the benefit of regular and continuous previous service in the equivalent grade and scale of pay outside this University/institution like a University, college or other research organizations, such as CSIR, ICAR, DRDO, ICSSR, ICHR, and other such institutions up to a maximum of half of number of years required to be eligible for such promotion subject to the guidelines issued by the UGC from time to time.
7. A professor already appointed under the direct recruitment shall not be eligible for promotion under this scheme.
8. Re-submission of application.
Those candidates, who have not been found suitable by the selection committee, shall become eligible again after an expiry of one year from the date of previous eligibility.
9. Notwithstanding the various clauses above, this ordinance shall remain in force till such time as the Career Advancement Scheme of the University Grants Commission remains in force and any change or changes notified by the Commission from time to time shall automatically be treated as having been incorporated in this ordinance.

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1. Approved vide MHRD, GOI, Letter No: F.8-22/04-Desk(U) dt. 15.3.2004.
Notes: (i) Approved by the 70th Academic Council and 117th Executive Council vide Resolution No:EC:117:2003:6:7:(iv) , dated December 12, 2003.
(ii) Approved by the 71st Academic Council vide Resolution No:AC:71:2004:5:1: (7) (i) and 119th Executive Council Resolution No:EC:119:2004:2: (ii), dated August, 20, 2004.
(iii) The amendment to the Ordinance (OE-15) has been notified vide Notification No.F.Conf/13-5/Ord/99 (Vol.III)-792, dated 25 November, 2004.