

- (vii) Regulation on Counting of Past services for the purpose of CAS.

The University Grants Commission in its notification dated 24.12.98 has revised the guidelines for placement of Lecturer in Sr Scale/Selection Grade/Reader/Professor under C A S with effect from 1.1.1996. In this connection, there are a number of candidates, whose cases have been processed as per old guidelines, and their cases were duly recommended by the Selection Committees and approved by the Executive Council respectively. Now, the teachers desire that since their cases have been cleared by the Selection Committee as well as by the Executive Council their effective date for placement/promotion be made effective from 1.1.1996 (under new guidelines of C A S).

This matter was placed before the Executive Council in its 106th meeting held on 13.4.2000. However, the Executive Council vide its resolution No: EC:106:2000:6:1: dated 13.4.2000 resolved that such teachers desiring placement/promotion under the time frame stipulated under the Vth pay package may apply for consideration under the new rules".

In view of the decision made by the Council in its 106th meeting as mentioned above, the NEHUTA has submitted the representation stating that lecturers who have completed the requisite number of years for this promotion before 1.1.96, but promoted after 1.1.96 to Sr scale/selection Grade/Reader, the effective date of promotion/placement for these lecturers should be notified as 1.1.96, since their cases have already been cleared by Selection Committees and duly approved by the Executive Council respectively and need not be processed again as decided by the Executive Council in its 106th meeting.

The representation of the NEHUTA, was placed before the Executive Council in its 108th meeting held on 8.12.2000, however the Executive Council vide resolution No: EC:108:2000:6:1: (iii) has decided that the matter may be referred to the Academic Council.

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The above matter alongwith the report of the Executive Council Committee as appointed vide resolution No:EC:105:99: 8:(vi) to draft a Regulation on Counting of Past Services for the purpose of CAS was placed before the 65th meeting of the Academic Council, held on 7th and 8th June, 2000 with details as per Annexures I, II, and 'A'. The Council considered the above matters and Resolved to approve the Regulation and Amendment to the Ordinances as per Annexure-'B'

The matter is placed before the Council for consideration.

In view of the decision made by the Council in its 108th meeting as mentioned above, the NEHUTA has submitted the representation stating that lecturers who have completed the requisite number of years for this promotion before 1.1.96, but promoted after 1.1.96 to Sr scale/selection Grade/Reader, the effective date of promotion/placement for these lecturers should be notified as 1.1.96, since their cases have already been cleared by Selection Committees and duly approved by the Executive Council respectively and need not be processed again as decided by the Executive Council in its 108th meeting.

The representation of the NEHUTA, was placed before the Executive Council in its 108th meeting held on 8.12.2000, however the Executive Council vide resolution No:EC:108:2000:6:(ii) has decided that the matter may be referred to the Academic Council.

Contd...F...2/-

8:(vi) to draft a Regulation on Counting of Past Services for the purpose of CAS was placed before the 65th meeting of the Academic Council, held on 7th and 8th June, 2000 with details as per Annexures I, II, and 'A'. The Council considered the above matters and Resolved to approve the Regulation and Amendment to the Ordinances as per Annexure-'B'

5. 17 (3)

ANNEXURE - I

NORTH-EASTERN HILL UNIVERSITY TEACHERS'S ASSOCIATION  
CHILLONG-793022

October 16, 2000

DEMANDS AND OBSERVATIONS OF NEHUTA ON THE CAREER ADVANCEMENT SCHEME (CAS) OF TEACHERS:

1. CAS for Promotion of Lecturers to Sr.Lecturers and Sr.Lecturers to Lecturer (Selection Gr.)/Reader:

- The Lecturers who completed the requisite number (minimum) for their promotion before January 1, 1996 to Lecturer (Sr. Scale) to Lecturer (Selection Gr.)/Reader, the effective date of promotion for these lecturers should be notified as January 1, 1996.

2. CAS for Promotion of Teachers:

- Counting of Past Service (New Ordinance OE-4, 3(c) Copy enclosed. The details are provided in the following Table.

Minimum length of service for eligibility to move into next grade.

Status at the entry level	Lecturer (Sr. Scale)	Lecturer Professor (Sr. Grade/Reader)	Total length of service needed for promotion to Professor
Lecturer without M.Phil/Ph.D**	6 years	5 years	-
Lecturer with M.Phil	5 years	5 years	-
Lecturer with Ph.D	4 years	5 years	8 years
Lecturer (Sr. Scale) without M.Phil*/Ph.D)**	-	5 years	-
Lecturer (Sr. Scale) with M.Phil	-	5 years	-
Lecturer (Sr. Scale) with Ph.D	-	5 years	8 years
Lecturer (Selection Grade)	-	-	-
Reader (Promoted under CAS)	-	8 years	8 years
Reader	-	8 years	8 years

\* Those who complete M.Phil during the service (years 5-6) they would be promoted to the Sr. Scale from the date of acquiring their M.Phil degree.

\*\* Those who complete Ph.D during the service (year 4-5), they would be promoted to the Sr. Scale from the date of acquiring their Ph.D degree.

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3. Status of CAS Applications Candidates and Department wise: The Vice-Chancellor's Office maintain the following information in a Tabular form:

- Date of Receipt of the Application
- Date of despatch of Application to Reviewers
- Date of Receipt of Reports of Reviewers
- Date of Reminders ( if reports not received after stipulated time)

4. Shuttling of CAS Application between Administration and Head of Department/ Centre for the Dean;

- If the application is forwarded by the Head/Dean /a person nominated by the Vice-Chancellor, the application need not to be sent back again
- The administration should not ask the Head to sign at all the places as "seen and verified". One place of signature on the column is sufficient.
- If the application is sent back to the Head/Dean/ a person nominated by the Vice-Chancellor for unavoidable reasons, the same should be returned to the office in 10 days time failing which the office should ask to return the application and an explanation be sought for the cause of delay.

Sd/-

( H.Lamin)  
( President)

Sd/-

( Satish Kumar)  
( General Secretary )

4. Shuttling of CAS Application between Administration and Head of Department/ Centre for the Dean;

- If the application is forwarded by the Head/Dean /a person nominated by the Vice-Chancellor, the application need not to be sent back again
- The administration should not ask the Head to sign at all the places as "seen and verified". One place of signature on the column is sufficient.
- If the application is sent back to the Head/Dean/ a person nominated by the Vice-Chancellor for unavoidable reasons, the same should be returned to the office in 10 days time failing which the office should ask to return the application and an explanation be sought for the cause of delay.

( H.Lamin)

( President)

( Satish Kumar)

( General Secretary )

- Date of Receipt of the Application
- Date of despatch of Application to Reviewers
- Date of Receipt of Reports of Reviewers
- Date of Reminders ( if reports not received after stipulated time)

4. Shuttling of CAS Application between Administration and Head of Department/ Centre for the Dean;

5:17(5)

DE-4 ( NEW CLAUSE)

3(c) - Counting of Past Service

If the number of years required in a feeder cadre are less than those stipulated under the Career Advancement Scheme, 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.

The details of the procedure shall be worked out through a regulation.

Chairman  
Member  
Convener  
Prof. M.N. Kanna  
3. John M.S. Khosla

At the outset the Committee went through Clause 3(b) & (c) of Ordinance OB+ which are reproduced below:-

3(b) An applicant for promotion under the Career Advancement Scheme shall be entitled to the benefit of regular and continuous previous service in the equivalent grade and scale of pay outside this University/Institutions like a University College or other Research organizations, e.g., CSIR/ICAR, DRDO, ICSSR, ICHR and other such institutions up to a maximum of half the number of years required to be eligible for such promotion, subject to the guidelines issued by the UGC from time to time.

3(c) If the number of years required in a feeder cadre are less than those stipulated under the Career Advancement Scheme, 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.

Details of procedure shall be laid down in Regulations. It may be seen from the above that Clause 3 (c) of Ordinance OB+ relates to cases where the number of years required in the feeder cadre under the new Career Advancement Scheme are less than those under the old Career Advancement Scheme. There is no change in the case of promotions from Reader to Professor with regard to number of years required in the Reader cadre under the old and new schemes.

5.17(6) Annexure II

**MINUTES OF THE COMMITTEE APPOINTED BY THE  
EXECUTIVE COUNCIL VIDE RESOLUTION**

**No.EC:105:99:8(vi). THE MEETING OF WHICH WAS  
HELD ON 20th MARCH, 2001 AND 23th & 24th MAY, 2001.**

The following members were present :-

1. Prof. M.N. Karna, - Chairman
2. Prof. A.N. Rai, - Member
3. John MS. Khongwir - Convener

At the outset the Committee went through Clause 3(b) & (c) of Ordinance OE4 which are re-produced below :-

"3(b) An applicant for promotion under the Career Advancement Scheme shall be entitled to the benefit of regular and continuous previous service in the equivalent grade and Scale of pay outside this University/institutions like a University College, or other Research organisations, e.g., CSIR, ICAR, DRDO, ICSSR, ICHR and other such institutions, up to a maximum of half the number of years required to be eligible for such promotion, subject to the guide lines issued by the UGC from time to time."

"3(c) If the number of years required in a feeder cadre are less than those stipulated under the Career Advancement Scheme, 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.

Details of procedure shall be laid down in Regulations."

It may be seen from the above that Clause 3 (c) of Ordinance OE4 relates to cases where the number of years required in the feeder cadre under the new Career Advancement Scheme are less than those under the old Career Advancement Scheme. There is no change in the case of promotions from Reader to Professor with regard to number of years required in the Reader cadre under the old and new schemes.

"3(b) An applicant for promotion under the Career Advancement Scheme shall be entitled to the benefit of regular and continuous previous service in the equivalent grade and Scale of pay outside this University/institutions like a University College, or other Research organisations, e.g., CSIR, ICAR, DRDO, ICSSR, ICHR and other such institutions, up to a maximum of half the number of years required to be eligible for such promotion, subject to the guide lines issued by the UGC from time to time.

"3(c) If the number of years required in a feeder cadre are less than those stipulated under the Career Advancement Scheme, 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.

While considering these recommendations the Committee also took note of :

1. Clause 5(3)(iv) of Ordinance OE4 which reads as :-

"A short list of candidates who appear to be better qualified on the basis of qualifications given in the application, shall be prepared by the Committee on the basis of criteria which may be adopted by the Committee in each case.

Provided, such candidates who may have been interviewed for the same or similar post by the University and may not have been found suitable within a year preceding the advertisement of the post in question shall not be called for interview unless the Committee makes a special recommendation for reasons to be recorded in writing;"

2. That the old Career Advancement Scheme was applicable up to 26.7.1998 and that from 27.7.1998 a new Career Advancement Scheme was notified by UGC.

After thorough deliberations on all these points, the Committee has framed a Regulation which is placed at Annexure-A.

Sd/-  
Prof MN Karna

Sd/-  
Prof AN Rai

Sd/-  
John MS Khongwir

## Annexure - A

**REGULATION ON COUNTING OF PAST SERVICES FOR  
THE PURPOSE OF CAREER ADVANCEMENT SCHEME  
(Under Ordinance OE 4 Clause 3 b & c)**

- A. The following criteria shall apply for counting of past Service for the purpose of Career Advancement Scheme from outside the University.

Previous service, without any break as a Lecturer or equivalent, in a university, college, national laboratory, or other scientific organisations, e.g. CSIR, ICAR, DRDO, UGC, ICSSR, ICHR and as a UGC Research Scientist will be counted for placement of Lecturer in Senior Scale/Selection Grade provided that :

- (i) The post was in an equivalent grade/scale of pay as the post of a Lecturer;
- (ii) The qualifications for the post were not lower than the qualifications prescribed by the UGC for the post of Lecturer;
- (iii) The candidates applied through proper channels ;
- (iv) The concerned Lecturers possessed the minimum qualifications prescribed by the UGC for appointment as Lecturers;
- (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-hoc 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;

(c) the incumbent was selected to the permanent post in continuation to the ad hoc service, without any break.

B (i) To avoid hardship to those who have completed more than the total number of years in their entire service for eligibility in the cadre, a promotee will be placed in the next higher cadre/category from his/her date of eligibility for the promotion, as per UGC norms issued from time to time.

(ii) Those candidates who have been found not suitable by the Selection Committee, shall become eligible again after an expiry of one year from the date of the previous interview.

(i) The post was in an equivalent grade/scale of pay as the post of a Lecturer/Reader;

(ii) The qualifications for the post were not lower than the qualifications prescribed by the UGC for the post of Lecturer/Reader;

(iii) The candidates applied through proper channels;

(iv) The concerned Lecturers possessed the minimum qualifications prescribed by the UGC for appointment as Lecturers/Readers;

(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 adhoc or in a leave vacancy of less than one year duration. Service of such appointment of more than one year duration can be counted provided-

(a) the adhoc service under such appointments was of more than one year duration;

(b) the incumbent was appointed on the recommendation of a duly constituted Selection Committee; and

(c) the incumbent was selected to the permanent post in continuation to the adhoc service, without any break.

B (i) To avoid hardship to those who have completed more than the total number of years in their entire service for eligibility in the cadre, a promotee will be placed in the next higher cadre/category from his/her date of eligibility for the promotion, as per UGC norms issued from time to time.

REGULATION ON COUNTING OF PAST SERVICES FOR THE  
PURPOSE OF CAREER ADVANCEMENT SCHEME  
(Under Ordinance OE 4 Clause 3 b&c )

- A. The following criteria shall apply for counting of past Service for the purpose of Career Advancement Scheme from outside the University.
- Previous service, without any break as a Lecturer or equivalent, in a university, College, national laboratory, or other scientific organisations, e.g . CSIR, ICAR, DRDO, UGC, ICSSR, ICHR and as a UGC Research Scientist will be counted for placement of Lecturer in Scale/Selection Grade/Reader provided that :
- (i) The post was in an equivalent grade/scale of pay as the post of a Lecturer/Reader;
  - (ii) The qualifications for the post were not lower than the qualifications prescribed by the UGC for the post of Lecturer/ Reader;
  - (iii) The candidates applied through proper channels;
  - (iv) The concerned Lecturers possessed the minimum qualifications prescribed by the UGC for appointment as Lecturers/Reader;
  - (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 adhoc or in a leave Vacancy of less than one year duration. Service of such appointment of more than one year duration can be counted provided-
    - (a) the adhoc service under such appointments was of more than one year duration;
    - (b) the incumbent was appointed on the recommendation of a duly constituted Selection Committee; and
    - (c) the incumbent was selected to the permanent post in continuation to the adhoc service, without any break.
- B. (i) To avoid hardship to those who have completed more than the total number of years in their entire service for eligibility in the cadre, a promotee will be placed in the next higher cader/category from his/her date of eligibility for the promotion, as per UGC norms issued from time to time.
- (ii) The candidates applied through proper channels;
  - (iii) The concerned Lecturers possessed the minimum qualifications prescribed by the UGC for appointment as Lecturers/Reader;
  - (iv) The post was filled in accordance with the prescribed selection procedure as laid down by the University/State Government/Central Government/ Institution's regulations;
  - (v) The appointment was not adhoc or in a leave Vacancy of less than one year duration. Service of such appointment of more than one year duration can be counted provided-
    - (a) the adhoc service under such appointments was of more than one year duration;
    - (b) the incumbent was appointed on the recommendation of a duly constituted Selection Committee; and
    - (c) the incumbent was selected to the permanent post in continuation to the adhoc service, without any break.

## AMENDMENT OF ORDINANCE ON CAREER ADVANCEMENT SCHEME

Existing Clause	Proposed Amendment
4.(b) Lecturer(Selection Grade)	4.(b) Lecturer(Selection Grade)
A Lecturer in the Senior Scale shall be eligible for placement in the Selection Grade if he/she has	A Lecturer in the Senior Scale shall be eligible for placement in the Selection Grade if he/she has
(i) Completed 5 years of service in the senior scale.	(i) Completed 5 years of service in the senior scale or 11 years of continuous 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).
Reader 4(c) A Lecturer(Senior Scale) Shall be eligible for promotion as Reader if he/she has	Reader 4(c) A Lecturer(Senior Scale) Shall be eligible for promotion as Reader if he/she has
(i) completed 5 years of service in the Senior Scale.	(i) completed 5 years of service in the Senior Scale or 11 years of continuous service as Lecturer/Lecturer in the Senior Scale/Selection Grade (9 years in the case of the Ph.D. degree holders)
Professor 4(c) A Reader in the University shall be eligible for promotion to the post of Professor, if he/she has	Professor 4(c) A Reader in the University with at least four years of service in the cadre shall be eligible for promotion to the post of professor, if he/she has
(i) completed 8 years of service as Reader	(i) completed 8 years of service as Reader or 17 years of continuous service as Lecturer/Lecturer in Senior Scale/Selection Grade/Reader.

## New Clause

5. Those candidates who have found not suitable by the Selection Committee, shall become eligible again after an expiry of one year from the date of the previous interview.

(iv) Increase of representation of College Principals  
in the Academic Council.

EC:110:2001:5:1:(iv): The Council considered the increase of representation of College Principals in the Academic Council and RESOLVED to approve the same as follows:

**INCREASE OF REPRESENTATION OF COLLEGE PRINCIPALS IN THE  
ACADEMIC COUNCIL  
( Statute 14 (ix) )**

Existing Clause	Proposed Amendment
Principals of Affiliated Colleges	Principals of Affiliated Colleges
(ix) Six Principals of Colleges admitted to the privileges of the University – three from Meghalaya, two from Nagaland and one from Mizoram – to be nominated by the Vice – Chancellor by rotation according to seniority.	(ix) Six Principals of Colleges admitted to the privileges of the University, to be nominated by the Vice – Chancellor.
(v) Golden Jubilee Chair in Modern Indian History.	
EC:110:2001:5:1:(v): The Council considered the Golden Jubilee Chair in Modern Indian History and RESOLVED to refer the matter to the Mizoram University.	
(vi) Re-evaluation rules proposed amendment thereof.	
EC:110:2001:5:1:(vi): The Council considered the Regulation on Re-evaluation and RESOLVED to approve the same as per Annexure 'A'.	
(vii) Regulation on counting of past services for the purpose of CAS.	

EC:110:2001:5:1:(vii): The Council considered the Regulation on counting of past services for the purpose of CAS and amendment of Ordinance on Career Advancement Scheme and RESOLVED to approve the same as per Annexure 'B'.