



## **RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY**

(Established by Government of Central Provinces Education Department by Notification No. 513 dated the 1<sup>st</sup> of August, 1923 & presently a State University governed by Maharashtra Universities Act, 1994)

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### **\* STATUTE NO. 1 OF 2011**

(Under Section 76 (2) of M.U. Act, 1994)

#### **STATUTE TO PROVIDE FOR THE PROCEDURE FOR PLACEMENT OF LECTURERS IN THE STREAM OF PHARMACEUTICAL SCIENCES IN THE UNIVERSITY DEPARTMENT FOR LECTURER (SENIOR SCALE), (SELECTION GRADE) AND PROMOTION FROM THE POST OF ASSISTANT PROFESSOR TO THAT OF PROFESSOR UNDER CAREER ADVANCEMENT SCHEME.**

WHEREAS it is expedient to provide for the Statute governing Career Advancement Scheme for the teachers including Librarians and Directors of Physical Education in the stream of Pharmaceutical Sciences in the University Department, the Senate is hereby pleased to make the following Statute :-

1. This Statute may be called "Statute governing Career Advancement Scheme for the teachers including Librarians and Directors of Physical Education in the stream of Pharmaceutical Sciences in the University Department, Statute 2011."
2. This Statute shall come into force with effect from the date of the Chancellor's assent to it.
3. The Career Advancement Scheme (hereinafter referred to CAS) shall be applicable independent of the number of higher grade teaching positions i.e. Professors and Assistant Professors and irrespective of their being occupied and or remaining vacant. As such, the number of teachers promoted under the CAS shall be over and above the regular higher grade teaching and sanctioned posts approved by the appropriate authorities and commensurate with the governing regulations of the AICTE.
4. The regular sanctioned posts including higher posts shall be filled in, in terms of the prescribed rules and regulations in force from time to time.
5. The governing eligibility in selection under the scheme shall be as under:
  1. Minimum length of service for eligibility to move into the grade of Lecturer (Senior Scale) would be four years for those with Ph.D., five years for those with M.Pharm. and six years for others at the level of Lecturer, and for eligibility to move into the grade of Lecturer (Selection Grade)/Asstt. Professor, the minimum length of service as Lecturer (Senior Scale) shall be uniformly five years

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\* Accepted by the Senate 23<sup>rd</sup> March, 2007, vide item No. 7, under the draft Statute No. 1 of 2006 & \*Assented by the Hon'ble Chancellor vide letter No. CS/RTMNU /STT/43/07/ (6573)/2325, dt. 15 July, 2011.

2. For movement into grades of Asstt. Professor and above, the minimum eligibility criterion would be Ph.D. Those without Ph.D. can go up to the level of Lecturer (Selection Grade)
3. An Asstt. Professor with a minimum of eight years of service in that grade will be eligible to be considered for appointment as a Professor.
4. The Selection Committees for Career Advancement shall be the same as those for Direct Recruitment for each category and the eligibility criteria for career advancement is as prescribed below –

**Lecturer (Senior Scale) –**

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

- (i) Completed 6 years of service after regular appointment with relaxation of one year and two years, respectively, for those with M.Pharm. and Ph.D.
- (ii) Participated in summer/winter schools of total duration of 4 weeks, or engaged in other appropriate continuing education programmes of comparable quality as may be specified or approved by the All India Council for Technical Education (AICTE).
- (iii) Consistently satisfactory performance appraisal reports.

**Lecturer (Selection Grade)**

Lecturers 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 fulfil the other prescribed criteria for the post of Asstt. 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 Research and extension activities, will be placed in the Research Grade, subject to the recommendations of the Selection Committee which is the same as for promotion to the post of Asstt. Professor. They will 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 Asstt. Professor and if found suitable, could be given the designation of Asstt. Professor.

**Assistant Professor –**

A Lecturer in the Senior Scale will be eligible for promotion to the post of Asstt. Professor if she/he has

- i) Completed 5 years of service in the Senior Scale
- ii) Obtained a Ph.D. degree or has equivalent published work.
- iii) Made some mark in the areas of scholarship and research as evidenced e.g. self-assessment, reports of referees, quality of publications, contribution to education innovation, design of new courses and curricula and extension activities.
- iv) After placement in the Senior Scale participated in winter/summer schools (short-term courses) of total duration of 4 weeks, or engaged in other appropriate continuing education programmes of comparable quality as may be specified/approved by the All India Council for Technical Education (AICTE)
- v) Possesses consistently good performance appraisal reports. Promotion to the post of Asstt. Professor will be through a process of selection by a Selection Committee to be set up under the Statutes/Ordinances of the concerned University or other similar Committees set up by the appointing authorities.

#### **Professor –**

In addition to the sanctioned position of Professors, which must be filled in through direct recruitment through all India advertisements, promotions may be made from the post of Asstt. Professor after 8 years of service as Asstt. Professor.

6. The selection committee for promotion to the post of Professor shall be same as that for direct recruitment. For the promotion of Assistant Professor to Professor following method of promotion may be followed.
- a) **Research contribution, books, articles, etc. published.** : (At least four papers in Journals required). The best three written contributions of the teacher (as defined by her/him) may be sent in advance to the Experts to review before coming for the selection. The candidate should be asked to submit these in 3 sets with the application.
  - b) **Seminars/Conferences attended:** Must have attended at least 4 seminars/conference at national level or must have attended summer/winter schools (short-term courses) of total duration of 4 weeks.
  - c) Significant contribution to teaching /academic environment/ institutional corporate life.
  - d) Adequate Extension and field outreach activities.
  - e) Development of course material/monographs

- f) Participation in Continuing Education Program
- g) Any other academic contributions.

The requirement of 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)/Assistant Professor.

7. The requirement of completing the refresher courses shall be as under:
  - i) For Lecturer to Lecturer (Senior Scale) summer/winter schools courses of total duration of 4 weeks would be compulsory.
  - ii) Summer Winter school courses of total duration of 4 weeks for Lecturer (Senior Scale) to Lecturer (Selection Grade)/Assistant Professor.
  - iii) The senior teachers like Asstt. Professor/Lecturers (Selection Grade) and Professors may opt to attend four Seminars/Conferences in their subject area and present papers as one aspect of their promotion/selection to higher level or attend AICTE approved summer/winter schools to be offered by various approved institutions.
8. On receipt of the application for promotion under CAS for the post of Assistant Professor or Professor, as the case may be, the Registrar shall request the Vice-Chancellor to constitute selection committee as prescribed under section 76(2) of the Act for evaluation of the research publication/books submitted by the applicant and also conduct the interviews.
9. Interview of the candidate shall be conducted at a date, time and place fixed by the university inviting the members of the selection committee including all the three nominated experts who shall assess and evaluate research publications of each of the applicant and also interview them.
10. The committee shall hold the interviews of the candidates including evaluation of their research publication/books and then shall record their decision in writing about the promotion as Assistant Professor or Professor as the case may be and hand over the minutes of the meeting to the Registrar alongwith their decision.
11. The Vice-Chancellor shall consider the report along with the decision of the selection committee and shall issue appropriate orders to the concerned Reader with regard to the promotion only after getting the clearance/ approval from the Director of Higher Education, Pune and AICTE.

The university shall communicate recommendations of the selection committee to the Director of Higher Education/ AICTE within a period of not more than one month from the date of the selection committee meeting. In such cases where the AICTE clearance does not reach the university within the stipulated period of one month, the university in that case, shall be free to process the recommendations of the Selection Committee even without the AICTE clearance.

12. It shall be the duty of the Registrar to place all relevant statutes / ordinances of the university, Government resolutions / circulars issued by the Maharashtra Government, the notification(s) / regulation(s) /order(s) issued by UGC/AICTE from time to time, for the consideration of the committee for taking decision with regard to placement to higher grade or promotion to Professor's post.
13. The Assistant Professor not found eligible for the promotion to the post of Professor by the selection committee, can again apply only after a minimum period of one year from the date of interview in which he was rejected.
14. The promotion of a Assistant Professor to Professor under career advancement scheme being a personal position and not against a sanctioned post of Professor, the teaching work load of the Reader be carried forward with him/her and be undertaken by the Reader promoted in the capacity of the CAS Professor.
15. If a Lecturer / Asstt. Professor has any grievance against the decision of the selection committee with regard to placement in the higher grade/promotion to the post of Professor, he/she shall approach the Chancellor through the Vice-Chancellor within Fifteen days from the date of receipt of the decision of the selection committee.  
  
The Vice-Chancellor shall immediately i.e. not more than eight days from the date of receipt of the representation, shall forward the same to the Chancellor and also inform the concerned teacher about the same.
16. The Chancellor, after making or having made such inquires, shall communicate his decision, which shall be final.
17. The scheme applicable for placement of Lecturers of the university departments in higher grade shall also be applicable to Librarian/ Director /or Instructor of Physical Education working in the University Department of Pharmaceutical Sciences.

18. Upon promulgation of this, Direction No. 6 of 2002 to the extent of governing teachers in the stream of Pharmaceutical Sciences in the university department is hereby repealed.
19. The Direction No. 2 of 2006 issued under the Maharashtra Universities Act, 1994 is hereby repealed.

### **STATEMENT OF OBJECT & REASONS**

The rules and regulations governing regular appointments/promotions to the various cadres of teaching posts in the stream of Pharmaceutical Sciences have been accepted and effected by the Government of Maharashtra in its Resolution No. ATV/00.74/TE.5 dated 13.3.2002 which are required to be implemented through an appropriate Statute.

This Statute is in consonance with the orders of the State Government and guidelines of the University Grants Commission.

Hence this Statute.

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**\* STATUTE NO. 2 OF 2011****STATUTE TO PROVIDE FOR THE CAREER ADVANCEMENT SCHEME FOR TEACHERS IN COLLEGES RUNNING COURSES IN PHARMACEUTICAL SCIENCES, UNDER THE FACULTY OF MEDICINE.**

WHEREAS it is expedient to provide for the Statute governing career advancement scheme to the teachers, including Librarians & Lecturers of Physical Education of Colleges running courses in Pharmaceutical Sciences, the Senate is hereby pleased to make the following Statute :-

1. This Statute may be called "Statute governing career advancement scheme to the teachers, including Librarians & Lecturers of Physical Education of Colleges running courses in Pharmaceutical Sciences, Statute 2011."
2. This Statute shall come into force with effect from the date of the Chancellor's assent to it.
3. The Career Advancement Scheme (CAS) shall be applicable, independent of the sanctioned number of higher grade teaching posts (i.e. Professors and Assistant Professors) and irrespective of their being occupied or remaining vacant. As such the number of teachers promoted under the Career Advancement Scheme shall be over and above the regular higher grade teaching and sanctioned posts approved by the University and commensurate with the governing regulations of the AICTE.
4. The regular sanctioned posts including higher posts shall be filled in as per the prescribed rules and regulations in force from time to time.
5. The college shall request the Vice-Chancellor, in writing, for the constitution of university selection committees clearly mentioning the specializations and the cadre(s)/post(s) for which the CAS is to be applied at least one month prior to the date on which the placement in higher grade of teacher(s) of his/her college is due.
6. The University shall communicate to the Principal, the names of (I) one subject expert and (ii) one V.C.'s nominee, as far as possible within three weeks from the date of receipt of Principal's letter, as stated in para (5) above. The procedure adopted by the Hon'ble Vice-Chancellor for constituting panel of experts shall be same as is prevailing in the regular appointment/promotions prescribed by the AICTE, New Delhi. The panel of experts once nominated by the Hon'ble Vice-Chancellor, in no case shall be altered, unless the expert, himself/herself opts out for his/her personal reasons communicated in writing to the Vice-Chancellor.

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\* Accepted by the Senate 23<sup>rd</sup> March, 2007, vide item No. 8, under the draft Statute No. 2 of 2006 & \*Assented by the Hon'ble Chancellor vide letter No. CS/RTMNU /STT/ 43/07/ (6573)/2325, dt. 15 July, 2011.

7. The Principal shall convene the meeting of the selection committee within 15 days from the date of receipt of panel of names from the University and accordingly the Selection Committee members shall be informed about the date, time and place of the meeting by him through a letter sent by registered post with acknowledgement due.
8. The committee members will be entitled for TA/DA as per governing rules of the college which will be paid by the college immediately after the meeting.
9. The rules governing modalities of placement of a teacher in the higher cadre in terms of the CAS shall be such as elaborated in **Appendix-A**.
10. The selection committee shall consider the following documents before granting/not-granting placement to a teacher in higher cadre :-
  - (a) Self appraisal reports of the concerned teacher for the preceding three years.
  - (b) Qualification documents.
  - (c) Appointment Orders.
  - (d) University approval letter and date of approval.
  - (e) Service Book
  - (f) Condonation of break in service by the competent authority, if any.
  - (g) Certificates regarding successful completion of orientation course(s)/refresher course(s)/summer-winter Schools /short term courses or any other equivalent courses, if any. (as per recommended norms)
  - (h) In case the teacher has previous service in any other college, he/she shall be required to produce earlier appointment order, approval letter, experience certificate and the service book. (Xerox copies).
  - (i) Experience certificate :- The experience shall be considered from the date of approval granted by the University.
  - (j) Research publications, works, books, articles etc.
  - (k) Participation in seminars/conferences.
  - (l) Any other academic contribution(s).
11. The Committee upon careful perusal and verification of the above documents shall record its decision, in writing, regarding placement of a teacher in higher cadre or otherwise, with detailed reasons and hand over the same to the Principal.
12. Presence of at least one member of the university selection panel shall be a must for the validation of the selection committee meeting.
13. The Principal shall communicate to the concerned teacher the decision of the selection committee regarding his/her placement, in writing immediately after the selection committee meeting.

14. The Principal of the college shall send the copy of the minutes of the meeting, accompanied with all the relevant documents of individual cases, to the University, immediately after the selection committee meeting, for seeking approval of the Hon'ble Vice-Chancellor.
15. Upon receipt of the minutes of the meeting of the Selection Committee, the Vice-Chancellor may accord approval as may be deemed necessary on merit and the Principal of the concerned college shall be communicated accordingly within 30 days from the date of receipt of the minutes of the meeting of the Selection Committee.
16. It shall be mandatory for the concerned colleges/institutions to ensure that the scheme of placement as provided for hereinabove is scrupulously given effect to.
17. The Direction No. 3 of 2006 issued under the Maharashtra Universities Act, 1994 is hereby repealed.

#### **STATEMENT OF OBJECT & REASONS**

The rules and regulations governing regular appointments/promotions to the various cadres of teaching posts in the stream of Pharmaceutical Sciences have been accepted and effected by the Government of Maharashtra in its Resolution No. ATV/00.74/TE.5 dated 13.3.2002 which are required to be implemented through an appropriate Statute. Hence this Statute.

This Statute is in consonance with the orders of the State Government and guidelines of the University Grants Commission.

Hence this Statute.

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**APPENDIX – A****(To be read with Statute No. 2 of 2011)****CAREER ADVANCEMENT SCHEME (CAS) OF TEACHERS OF DEGREE LEVEL ENGINEERING/TECHNOLOGY INSTITUTIONS.**

The Promotions under advancement scheme will follow the guidelines given below. All the promotions in career advancement will be on “in-situe’ basis and therefore, the work allocation (teaching load etc.) will remain the same after promotion.

**1. General :-**

- (a)** Minimum length of service for eligibility to move into the grade of Lecturer (Senior Scale) would be four years for those with Ph.D., five years for those with M.Phil/M.Tech and six years for others at the level of Lecturer and for eligibility to move into the Grade of Lecturer (Selection Grade)/Asstt. Professor, the minimum length of service as Lecturer (Senior Scale) shall be uniformly five years.
- (b)** For movement into grades of Asstt. Professor and above, the minimum eligibility criterion would be Ph.D. Those without Ph.D. can go up to the level of Lecturer (Selection Grade).
- (c)** An Assistant Professor with a minimum of eight years of service in that grade will be eligible to be considered for appointment as a Professor.

**2. Lecturer (Senior Scale) :-**

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

- (i) Completed 6 years of service after regular appointment with relaxation of one year and two years respectively, for those with M.Phil/M.Tech and Ph.D.
- (ii) Participated in summer /winter schools of total duration of 4 weeks, or engaged in other appropriate continuing education programs of comparable quality as may be specified or approved by the AICTE.
- (iii) Consistently satisfactory performance appraisal reports.

**3. Lecturer (Selection Grade) :-**

Lecturers 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 fulfills the other criteria given below for the post of Asstt. Professor and have a good record in teaching preferably, have contributed in various ways such as to corporate life of the institution, examination work, or through Research and 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 Asstt. Professor. They will 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 Asstt. Professor and if found suitable, could be given designation of Asstt. Professor.

4. **Assistant Professor :-**

A Lecturer in the Senior scale will be eligible for promotion to the post of Asstt. Professor if she/he has :-

- (i) Completed 5 years of service in the Senior Scale.
- (ii) Obtained a Ph.D. degree or has equivalent published work.
- (iii) Made some mark in the areas of scholarship and research as evidenced e.g. self-assessment reports of referees, quality of publications, contribution to education innovation, design of new courses and curricula and extension activities.
- (iv) After placement in the Senior Scale participated in winter /summer schools (short term courses) of total duration of 4 weeks, or engaged on other appropriate continuing education programs of comparable quality as may be specified/approved by the AICTE.
- (v) Possesses consistently good performance appraisal reports.

5. **Professor :-**

In addition to the sanctioned position of Professors, which must be filled in through direct recruitment through all India advertisement, promotion may be made from the post of Asstt. Professor after 8 years of service as Asstt. Professor. The initial essential requirement mentioned in 1 (b) must be compiled.

The candidate should present herself/himself before the Selection Committee with some of the following :-

- (a) Self-appraisal reports (required).
- (b) Research contribution, books, articles, etc. published (At least four papers in journals required). The best three written contributions of the teacher (as defined by her/him) may be sent in advance to the Experts to review before coming for the selection. The candidate should be asked to submit these in 3 sets with the application.

- (c) Seminars/Conferences attended. Must have attended at least 4 seminars/conferences at national or international level or must have attended summer/winter schools (short term courses) of total duration of 4 weeks.
- (d) Significant contribution to teaching/academic environment /institutional corporate life.
- (e) Adequate Extension and field outreach activities.
- (f) Development of course material/monographs.
- (g) Participation in Continuing Education Programme.
- (h) Any other academic contributions.

6. The requirement of 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)/Assistant Professor.

The requirement for completing the courses would be as follows:-

- i. For Lecturer to Lecturer (Senior Scale), summer/winter school courses of total duration of 4 weeks would be compulsory.
- ii. Summer/Winter school courses of total duration of 4 weeks for Lecturer (Senior Scale) to Lecturer (Selection Grade)/Assistant Professor.
- iii. The Senior teachers like Asstt. Professor/Lecturers (Selection Grade) and Professors may opt to attend four Seminars/Conferences in their subject area and present papers as one aspect of their promotion/selection to higher level or attend AICTE approved summer/winter schools to be offered by various approved institutions.

7. **Selection Committees :-**

The Selection Committees :-

- i. Chairman, Board of Governing Body or his/her representative.
- ii. The Principal of the concerned college.
- iii. The Head of the Deptt. not below the rank of Professor.
- iv. Vice-Chancellor's nominee on behalf of the Academic Council.
- v. University Subject Expert nominated by the Management Council.

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