



## 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 Public Universities Act, 2016 (Mah. Act No. VI of 2017).)”

Direction No. **36** of 2022

### PROCEDURE FOR THE IMPLEMENTATION OF CAREER ADVANCEMENT SCHEME (CAS) FOR THE TEACHERS OF AFFILIATED COLLEGES FOR THEIR PLACEMENTS IN HIGHER GRADE, DIRECTION, 2022

(Issued under section 12(8) of The Maharashtra Public Universities Act, 2016)

WHEREAS the Government of Maharashtra vide Government Resolution No. Misc-2018/C.R.56/18/UNI-1 dated 8th March 2019 has implemented the revised pay scales and terms and conditions of service for University and College Teachers in the State as per the 7<sup>th</sup> Central Pay Commission and UGC Regulations w.e.f. 1<sup>st</sup> January, 2016;

AND

WHEREAS the Government of Maharashtra has further issued Corrigendum No. Misc-2018/C.R.56/18/UNI-1 dated 10th May 2019,

AND

WHEREAS the Vice-Chancellor in order to implement the revised pay scales for teachers and other measures for maintenance of standard in higher education issued Direction No.16/2022 under section 12(8) of The Maharashtra Public Universities Act, 2016,

AND

WHEREAS the Department of Social Justice and Special Assistance of the State has issued G.R. No. Sakam – 2019/C.R.81/Samasu, dated 22<sup>nd</sup> October, 2021 implementing revised Scales of pay and dearness allowance for all the teachers and academic Staff in Social work colleges w.e.f. 1<sup>st</sup> January 2016 as per the 7<sup>th</sup> Pay Commission and UGC Regulations

AND

*[Handwritten signature in blue ink]*

*[Handwritten signature in red ink]*

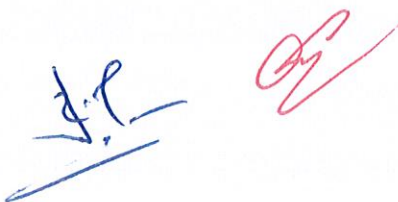
WHEREAS the Vice Chancellor, in order to implement the revised pay scales for teachers and other maintenance of standard in education for teachers in Social Work Colleges has issued Direction No 35/2022

AND

WHEREAS it is expedient to prepare the procedure for the implementation of Career Advancement Scheme (CAS) for the teachers of affiliated colleges for their placement in the higher grade as mentioned in Direction No. 16 of 2022 and Direction No. 35 of 2022;

Now, therefore, I, **Dr. Subhash R. Chaudhari**, Vice-Chancellor of Rashtrasant Tukadoji Maharaj Nagpur University, in exercise of powers vested under section 12(8) of the Maharashtra Public Universities Act, 2016, do hereby issue the following Direction: -

1. This Direction shall be called **“Procedure for the implementation of Career Advancement Scheme (CAS) for the teachers of affiliated colleges for their placements in higher grade, Direction, 2022.”**.
2. This Direction shall come into force with immediate effect.
3. In this Direction, unless the context otherwise requires:
  - (a) “Act” means The Maharashtra Public Universities Act, 2016;
  - (b) “Principal” means a teacher who is duly approved as a Principal by the university;
  - (c) “Affiliated College” means a college which has been granted affiliation by the university;
  - (d) “Management” means the trustees or the managing or governing body as defined under Section 2 (37) in Chapter I of The Maharashtra Public Universities Act, 2016.
4. The Screening/Selection Committee for placement of college teachers in higher grade shall be as mentioned under various sub-heads in section 6.1 and in section 7.2 of Maharashtra government resolution No. Misc-2018/C.R.56/18/UNI-1 dated 8th March 2019 and the same sections of Corrigendum No. Misc-2018/C.R.56/18/UNI-1 dated 10th May 2019;
5. In order to constitute the Screening/Selection Committee for affiliated college teachers, the Principal of the college shall request in writing to the Vice-Chancellor to nominate members on the desired committee three months in advance of the date on which the promotion to higher grade of the teacher is due.
6. The Assistant Registrar (College Section) shall send the names and addresses of the experts nominated within 15 days from the date of receipt of the letter from the Principal of the college as mentioned in Para 5 above.





7. In case of Selection Committee, Chairperson of the Managing or Governing Body of the college shall nominate two subject experts out of a panel of five names recommended by the Vice-Chancellor from the list of subject experts approved by the relevant statutory body of the university and shall inform the names of experts nominated by him to the university within eight days from the receipt of the university letter. In case of colleges declared as Minority Educational Institutions, two subject experts not connected with the university nominated by the Chairperson of the College Governing Body out of the panel of five names, preferably from minority communities, recommended by the Vice-Chancellor from the list of subject experts approved by the relevant statutory body. The process of informing the names of nominated experts shall be completed within eight days.
8. The Principal of the Affiliated College then shall request the Director, Higher Education or the Joint Director, Higher Education, as the case may be, for nominating the Government nominee on the committee preferably within 15 days.
9. The Principal of the college shall fix the date of the meeting preferably within 30 days, and issue notices of the meeting to all the members of the Screening/Selection Committee by Registered Post with Acknowledgement.
10. The T.A/D.A. shall be paid to the members of the Screening/Selection Committee immediately as per the university norms. The local members of the Screening/Selection Committee shall be paid the conveyance allowance.
11. The Screening/Selection Committee shall consider appraisal reports of the entire assessment period of the teacher concerned for his/her placement in the higher grade.
12. The screening selection committee also consider the following documents of the teacher concerned for his/her placement in the higher grade:-
  - (a) Marksheets of Undergraduate, Post-Graduate and M.Phil. examinations;
  - (b) Ph.D. notification issued by the university, if any;
  - (c) Appointment Order and Joining Letter of the teacher;
  - (d) Approval/s granted by the Vice-Chancellor for the appointment as Assistant Professor and promotion to Associate Professor grade, if applicable;
  - (e) Service Book of the teacher;
  - (f) Condonation of break in service by the university/competent authority, if any;
  - (g) Certificate(s) regarding the completion of Orientation Course(s)/Refresher Course(s)/ Summer Institute(s)/ Research Methodology Course(s)/ Workshop(s)/ Syllabus Upgradation Workshop(s)/ Teaching-Learning-Evaluation/Technology Programme(s)/ Faculty Development Programme(s)/MOOCs Course(s), etc., if any;





- (h) In case, the teacher has previous service in other college(s) which is required to be taken into consideration for placement in higher grade, then he/she shall produce the previous appointment order(s) along with the approval(s) of the appointment(s) by the university and the xerox copies of service book(s), etc.;
- (i) Xerox copies of previous promotion(s), if any.
13. After considering the appraisal reports of the teacher and the above-mentioned documents, the Committee shall record its decision in writing about the placement of the teacher in higher grade and handover the minutes of the meeting to the Principal along with the decision.
  14. The meeting shall not be considered valid in absence of the quorum.
  15. The Principal of the Affiliated College shall ensure that the entire promotion process is completed before the due date of promotion of the teacher concerned in order to avoid any hardship to the candidate, and shall submit its report to the Assistant Registrar (College Section) with a copy of it to the teacher concerned within eight days of the meeting.
  16. If the teacher has any grievance against the decision of the Screening/Selection Committee, he/she shall approach the Vice-Chancellor through the Principal within 15 days from the date of receipt of the decision of the said committee. The Principal of the college shall immediately, i.e. in not more than 8 days from the date of receipt of the grievance forward the representation to the vice chancellor and also inform the teacher concerned about the same. The aggrieved teacher may send an advance copy of his/her representation to the Vice-Chancellor.
  17. The Vice-Chancellor shall enquire into the matter and shall give his/her decision within one month from the date of receipt of complaint from the aggrieved teacher by the university. He /She shall inform the decision to the Principal of the college and also to the teacher concerned.
  18. The Principal of the Affiliated College shall submit the proposal of the teacher promoted to higher grade for pay fixation to the Joint Director, Higher Education **within eight days** from the date of submission of the Committee report to the university.
  19. This Direction shall also be applicable to College Librarians and College Directors of Physical Education and Sports for their placement in higher grade.

Nagpur :

Date : 12 / 09 / 2022

(Dr. Subhash R. Chaudhari)  
Vice-Chancellor.