



UNIVERSITY OF CALICUT

Abstract

General & Academic Branch - Private Aided Colleges Affiliated to the University - Establishment - Eligibility of Orientation/Refresher/Short term Courses conducted by agencies other than UGC-HRDC for CAS promotion of teachers of Private Aided Colleges - Resolution of the meeting of the Syndicate held on 09.06.2022 vide urgent item No. 2022.650* - Implemented - Orders issued.

General and Academic II - 'H' Section

U.O.No. 12752/2022/Admn

Dated, Calicut University.P.O, 28.06.2022

- Read:-*1. Item No.182 of the minutes of the meeting of the Standing Committee of the Syndicate on Staff of Affiliated Colleges held on 16.05.2022
2. Extract of the urgent item No.2022.650* of the meeting of the Syndicate held on 09.06.2022
3. Orders of the Vice Chancellor dated: 25.06.2022 in the file of Even Number.

ORDER

As per the paper read. (1), Standing Committee of the Syndicate on Staff of Affiliated Colleges considered the matter regarding the eligibility of Refresher/Orientation/Short term courses conducted by agencies other than UGC-HRDC to be considered for CAS promotion of teachers of private aided colleges, arising out of discussion and recommended to reckon i) The Refresher/Orientation/Short term courses run by HRDC & their associated institutions, ii) The Refresher/Orientation/Short term courses run by State/Central Universities and its Departments, Teaching Learning Centres (TLC) under PMMMNMTT, TLC's under State/Central Government, iii) The Refresher/Orientation/Short term courses co-ordinated by colleges in association with Government agencies like DCE, DTE, KSHEC, HRDC, KSCSTE, University and University Departments, iv) The Refresher/Orientation/Short term courses run by centres of Excellence and Research Oriented Institutions for CAS placement of teachers of private aided colleges and the eligibility of courses run by institutions other than the above can be considered based on the prior concurrence of the apex bodies

2. As ordered by the Vice Chancellor, the recommendation, vide item No.182, of the minutes of the meeting of the Standing Committee of the Syndicate on Staff of Affiliated Colleges held on 16.05.2022 was placed before the Syndicate for approval after clarifying the institutions mentioned fourth (The Refresher/Orientation/Short term courses run by centres of Excellence and Research Oriented Institutions) in the recommendation. The Syndicate, as per the paper read (2), resolved to approve the aforesaid recommendation of the Standing Committee of the Syndicate on Staff of Affiliated Colleges without clarifying the institutions mentioned fourth in the recommendation.

3. Sanction has been accorded by the Vice Chancellor to implement the resolution vide item No.2022.650* of the Syndicate held on 09.06.2022 as detailed below:

(i) to reckon the following Refresher/Orientation/Short term courses conducted by the respective agencies be considered eligible for the CAS promotion teachers of private aided colleges except the institutions mentioned fourth in the recommendation.

1. The Refresher/Orientation/Short term courses run by HRDC & their associated institutions,
 2. The Refresher/Orientation/Short term courses run by State/Central Universities and its Departments, Teaching Learning Centres (TLC) under PMMMNMTT, TLC's under State/Central Government,
 3. The Refresher/Orientation/Short term courses co-ordinated by colleges in association with Government agencies like DCE, DTE, KSHEC, HRDC, KSCSTE, University & University Departments, and the eligibility of courses run by institutions other than the above can be considered based on the prior concurrence of the apex bodies.
4. The resolution as per urgent item No.2022.650* of the minutes of the Syndicate held on 09.06.2022 is therefore implemented as ordered above in Para (3)

Muhammed Basheer P

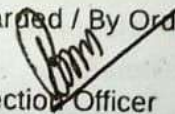
Assistant Registrar

To

1. The Principals, Private Aided Colleges Affiliated to the University

Copy to:

PS to VC/PA to Registrar/G&A-II A, F, Special Cell/SF/DF

Forwarded / By Order

Section Officer

Up



UNIVERSITY OF CALICUT

No. 123964/GA-II-H-SO/2022/Admn

Dated: 29.06.2022

CIRCULAR

Sub:- Instructions regarding the documents to be submitted along with the proposal for approval of CAS promotion of teachers in Private Aided Colleges affiliated to the University

Referring to the above, you are requested to follow the instructions noted below while forwarding the proposals for approval of CAS promotion of the teachers in Private Aided Colleges affiliated to the University.

1. The following documents are to be attached separately with the proposal in the order detailed below: **(documents to be scanned and attached in the electronic filing system)**
 - i) Covering Letter forwarding the proposal and Service Book, ii) Copy of initial appointment order from the Manager, iii) University Order approving the initial appointment of the teacher, iv) Probation declaration order (for promotion to Level 11), v) Approval Orders of Previous Promotions, vi) Service certificate in original (including details of LWA/Dies-non/Strike), vii) Details of Ph.D/M.Phil. / PG Degree in Professional Courses (if any, with the copies of the Degree Certificate and documents specifying the date of award), viii) Copies of certificates of mandatory courses, ix) Declaration regarding Exemption of course (if availed), x) Minutes of the meeting of the Screening cum Evaluation Committee (in original) xi) Option letter, if the candidates opts regulation other than the applicable, xii) Consolidated APAR Grade sheet/API score, signed by all the members of the committee present in the meeting, xiii) Promotion order (original), xiv) Form of Option (for Fixation of Pay), xv) Statement of re-fixation & xvi) Undertaking regarding refund of excess pay
2. The proposal should be submitted with all the documents mentioned above along with PBAS/APAR Proforma & Service Book
3. All the documents should be authenticated by the Principal
4. PBAS/APAR Proforma should be authenticated by all the members of the Screening cum Evaluation Committee.
5. Minutes of the meeting of the Screening cum Evaluation Committee should be signed by all the members of the committee present in the meeting , in all pages.
6. Minutes of the meeting of the Screening cum Evaluation Committee should mention the details of i) regulation considered for promotion, ii) Assessment period for promotion of the teacher, iii) option of regulation (if any), iv) exemption of courses (if any), v) extension of due date of promotion (if any) and vi) details of publications & courses (if any). The recommendation part in the minutes of the meeting of the Screening cum Evaluation Committee should specify the full name of the teacher, date of promotion & Academic level of promotion and should be authenticated by all the members of the committee in the same page itself.
7. All the documents with regard to fixation should be as per the Government Order in force regarding pay revision applicable considering the due date of promotion.

Muhammed Basheer P
Assistant Registrar

To

The Principals, Private Aided Colleges affiliated to the University
Copy to:
GA-II-A, Special Cell/Central Tapal/SF/DF

Forwarded / By Order