

**JAI NARAIN VYAS UNIVERSITY, JODHPUR**  
**(ACADEMIC SECTION)**

No. JNVU/ACA/M/2023/176

Dated 02.09.2023

**NOTIFICATION**

It is hereby notified that the Hon'ble Chancellor under Section 24(1) of Jai Narain Vyas University Act 1962 as amended from time to time has assented to Ordinance No. 317 (B) (for Promotion) to the teachers as detailed below and communicated by the Principal Secretary, Governor, Raj Bhawan, Jaipur, Rajasthan vide his letter No. F.2(3)RB/2021/3924 dated 24<sup>th</sup> July, 2023:-

**Ordinance 317 (B)**

(For Promotion)

**IN PURSUANT TO THE LETTER NO. P.1(6)/EDU-4/2010 PART DATED 03.02.2023.**

*The requirements for promotions and higher grades under Career Advancement scheme for the post of Professors, Associate Professors and Assistant Professors in Subjects (other than Management, Engineering and technology), Directors, Deputy Directors and Assistant Directors of Physical Education, Librarians, Deputy Librarians, and Assistant Librarians will be as prescribed herein under the Ordinance. Promotion to the posts of above categories will be made in addition to the sanctioned positions, which are to be filled up through open selection.*

*The Ordinance shall be applicable to the candidate, who becomes eligible for promotions under CAS on or after 18<sup>th</sup> July 2018 as per the UGC Regulations on Minimum Qualifications for appointment of teachers and other academic staff in Universities and Colleges and measures for the maintenance of standards in higher education; As notified in The Gazette of India: Extraordinary dated 18<sup>th</sup> July 2018*

*And as amended from time to time as prescribed herein under the Ordinance.*

**1. Professor [Associate Professor (Academic Level 13A) to Professor (Academic Level 14)]**

**Eligibility**

- 1) An Associate Professor who has completed three years of service in Academic Level 13 A.
- 2) A Ph.D. degree in the subject concerned/ allied/relevant discipline.

G

- 3) A minimum of ten research publications in the peer reviewed or UGC listed journals out of which three research papers should have been published during the assessment period.
- 4) Evidence of having successfully guided doctoral candidate.
- 5) A minimum of 110 Research Score as per Appendix II, Table 2.

#### **CAS Promotion Criteria:**

A teacher shall be promoted if;

- 1) He/she gets 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period, as per Appendix II, Table 1, and at least 110 research score, as per Appendix II, Table 2.
- 2) The promotion is recommended by a selection committee constituted in accordance with these Regulations.

#### **2 Associate Professor**

**[Assistant Professor (Selection Grade/Academic Level 12) to Associate Professor (Academic Level 13A)]**

#### **Eligibility**

- 1) Assistant Professor who has completed three years of service in Academic Level 12/ Selection grade.
- 2) A Ph.D. Degree in the subject concerned/ allied/relevant discipline.
- 3) Any one of the following during last three years: completed one course / program from amongst the categories of Refresher Courses/ Research Methodology Workshops/Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation Technology Program / Faculty Development Program of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/program of at least two weeks (ten days) duration); or completed one MOOCs course (with e-certification); or contribution towards the development of e-content in 4-quadrant (atleast one quadrant) minimum of 10 modules of a course/contribution towards development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.
- 4) A minimum of seven publications in the peer reviewed or UGC-listed journals out of which three research papers should have been published during the assessment period.



5) Evidence of having guided at least one Ph.D. candidate.

**CAS Promotion Criteria:**

A teacher shall be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two of the last three years of the assessment period as specified in Appendix II, Table 1, and has a research score of at least 70 as per Appendix II, Table 2.
- ii) The promotion is recommended by a selection committee constituted in accordance with these Regulations.

**3 Assistant Professor -Selection Grade [Assistant Professor (Senior Scale/Academic Level 11) to Assistant Professor (Selection Grade/Academic Level 12)]**

**Eligibility:**

- i) Assistant Professors who has completed five years of service in Academic Level 11/Senior Scale.
- ii) A Ph.D. Degree in the subject relevant/allied/relevant discipline.
- iii) Has done any two of the following in the last five years of Academic Level 11/Senior Scale: Completed a course / program from amongst the categories of Refresher Courses/Research Methodology/ Workshops/ Syllabus Up-gradation Workshop/ Teaching-Learning-Evaluation/ Technology Programs / Faculty Development Program of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/program of at least two weeks (ten days) duration), or, completed one MOOCs course in the relevant subject (with e-certification); or contribution towards the development of e-content in 4-quadrant (at least one quadrant) minimum of 10 modules of a course/contribution towards the development of at least 10 modules of MOOCs course/ contribution towards conduct of a MOOCs course during the period of assessment.
- iv) Published three research papers in the peer reviewed journals or UGC-listed journals during assessment period.

**CAS Promotion Criteria:**

A teacher shall be promoted if;

- i) The teacher gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four of the last five years of the assessment period, (as prescribed in Appendix II, Table 1) and;
- ii) The promotion is recommended by the Screening-cum-evaluation committee.

**3 Assistant Professor – Senior Scale [Assistant Professor (Academic Level 10) to Assistant Professor (Senior Scale/ Academic Level 11)]**

**Eligibility:**

- i) An Assistant Professor who has completed four years of service with a Ph.D. degree or five years of service with a M.Phil. / PG Degree in Professional Courses, such as LLM, M.Tech, M.V.Sc. and M.D., or six years of service in case of those without a Ph.D./M.Phil./ PG Degree in a Professional course and satisfies the following conditions:
- ii) Attended one Orientation course of 21 days duration on teaching methodology;
- iii) Any one of the following: Completed Refresher/ Research Methodology Course/ Workshop/ Syllabus Upgradation Workshop/ Training Teaching-Learning-Evaluation, Technology Programs/ Faculty Development Programs of at least one week (5 days) duration, or taken one MOOCs course (with e-certification) or development of e-contents in four-quadrants / MOOCs course during the assessment period; and
- iv) Published one research publication in the peer-reviewed journals or UGC-listed journals during assessment period.

**CAS Promotion Criteria:**

**A teacher shall be promoted if;**

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of atleast three/four/five of the last four/five/six years of the assessment period as the case may be (as provided in Appendix II, Table 1), and;
- ii) The promotion is recommended by the screening-cum evaluation committee.

**4 Senior Professor**

**[Professor (Academic Level 14) to Senior Professor (Academic Level 15)]**

A Professor can be promoted to the post of Senior Professor under the CAS. The promotion shall be based on academic achievement, favorable review from three eminent subject experts who are not of the rank lower than the rank of a Senior Professor or a Professor having at least ten years of experience. The selection shall be based on 10 best publications during the last 10 years and interaction with a Selection Committee constituted in accordance with these Regulations.

**Eligibility:**

- i) Ten years' experience as a Professor.
- ii) A minimum of ten publications in the peer reviewed or UGC listed journals and Ph.D. degree has been successfully awarded to two candidates under his/her supervision during the assessment period.



#### **4 Librarian [University Deputy Librarian (Academic Level 13A) to University Librarian (Academic Level 14)]**

##### **Eligibility:**

- 1) He/she has completed three years of service in that grade.
- 2) He/she has done any one of the following in the last three years: (i) Training/ Seminar/ Workshop/Course on automation and digitalization, (ii) Maintenance and related activities as per Appendix II, Table 4 of at least two weeks' (ten days) duration, (iii) Completed two courses of at least one week (five days) duration in lieu of every single course/program of at least two weeks (ten days) duration), (iv) Taken/developed one MOOCs course in the relevant subject (with e-certification), and (v) Library up-gradation course.
- 3) Evidence of innovative library services, including the integration of ICT in a library.
- 4) A Ph.D. Degree in Library Science/Information Science/ Documentation / archives and Manuscript Keeping

##### **CAS Promotion Criteria:**

An individual shall be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two out of the last three years of the assessment period, as specified in Appendix II, Table 4; and
- ii) The promotion is recommended by a Selection Committee constituted as per these Regulations on the basis of the interview performance.

#### **5 Deputy Librarian**

**[University Assistant Librarian (Selection Grade/Academic level 12) to University Deputy Librarian (Academic Level 13A)]**

##### **Eligibility:**

- 1) He/she has completed three years of service in that grade.
- 2) He/she has done any one of the following in the last three years: (i) Training/Seminar/Workshop/ Course on automation and digitalization, (ii) Maintenance and related activities as per Appendix II, Table 4 of at least two weeks' (ten days) duration, (iii) Completed two courses of atleast one week (five days) duration in lieu of every single course/program of at least two weeks (ten days) duration), (iv) Taken/developed one MOOCs course in the relevant subject (with e-certification), and (v) Library up-gradation course.



### **CAS Promotion Criteria:**

An individual shall be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least two out of the last three years of the assessment period, as specified in Appendix II, Table 4; and
- ii) The promotion is recommended by a Selection Committee constituted as per these Regulations on the basis of the interview performance.

### **5 Assistant Librarian – Selection Grade [University Assistant Librarian (Senior Scale/Academic level 11) to University Assistant Librarian (Selection Grade/Academic level 12)]**

#### **Eligibility:**

- 1) He/she has completed five years of service in that grade.
- 2) He/she has done any two of the following in the last five years: (i) Training/Seminar/Workshop/Course on automation and digitalization, (ii) Maintenance and other activities as per Appendix II, Table 4 of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/program of at least two weeks (ten days) duration), (iii) Taken/developed one MOOCs course in the relevant subject (with e-certification), or (iv) Library up-graduation course.

### **CAS Promotion Criteria:**

An individual shall be promoted if:

- i. He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four out of the last five years of the assessment period, as specified in Appendix II, Table 4.
- ii. The promotion is recommended by a screening-cum-evaluation committee.

### **6 Assistant Librarian – Senior Scale [University Assistant Librarian (Academic level 10) to University Assistant Librarian (Senior Scale/Academic level 11)]**

#### **Eligibility:**

An Assistant Librarian/ College Librarian who is in Academic Level 10 and has completed four years of service having a Ph.D. degree in Library Science/ Information Science/ Documentation Science or an equivalent degree or five years' of experience, having at least a M.Phil. degree, or six years of service for those without a M.Phil. or a Ph.D. degree.

G

- i) He/she has attended at least one Orientation course of 21 days' duration; and
- ii) Training, Seminar or Workshop on automation and digitalization, maintenance and related activities, of atleast 5 days, as per Appendix II, Table 4.

**CAS Promotion Criteria:**

An Assistant Librarian/College Librarian may be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five out of the last four/five/six years of the assessment period as the case may be as specified in Appendix II, Table 4, and
- ii) The promotion is recommended by a screening-cum-evaluation committee.

**6 Deputy Director Physical Education and Sports [University Deputy Director Physical Education and Sports (Academic Level 13A) to University Director Physical Education and Sports (Academic Level 14)] \*as per UGC Notification 2018)**

**Eligibility:**

1. He/she has completed three years of service.
2. He/she has done any one of the following during last three years:
  - (i) Completed one course / program from among the categories of Refresher Courses, Research Methodology Workshop.
  - (ii) Teaching- Learning-Evaluation Technology Programs / Faculty Development Programs of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/program of at least two weeks (ten days) duration).
  - (iii) Taken / developed one MOOCs course in relevant subject (with e-certification).
3. Evidence of organizing competitions and coaching camps of at least two weeks duration.
4. Evidence of having produced good performance of teams/athletes for competitions like state/ national/inter- university/combined university, etc.
5. A Ph.D. in Physical Education or Physical Education and Sports or Sports Science.

**CAS Promotion Criteria:**

An individual may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade performance assessment reports of at least two out of the last three years of the assessment period as specified in Appendix II, Table 5.
- ii) The promotion is recommended by a selection committee constituted as per these Regulations on the basis of the interview performance



**7 Deputy Director of Physical Education and Sports**  
**[University Assistant Director of Physical Education and Sports (Selection Grade/ Academic Level 12) to University Deputy Director of Physical Education and Sports (Academic Level 13 A)]**

**Eligibility:**

- 1) He/she has completed three years of service.
- 2) He/she has done any one of the following during last three years:
  - (i) Completed one course / program from among the categories of Refresher Courses, Research Methodology Workshop.
  - (ii) Teaching-Learning- Evaluation Technology Programs / Faculty Development Programs of at least two weeks (ten days) duration (or completed two courses of at least one week (five days) duration in lieu of every single course/program of at least two weeks (ten days) duration).
  - (iii) Taken / developed one MOOCs course in relevant subject (with e-certification).

**CAS Promotion Criteria:**

An individual may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade performance assessment reports of at least two out of the last three years of the assessment period as specified in Appendix II, Table 5, and;
- ii) The promotion is recommended by a selection committee constituted as per these Regulations on the basis of the interview performance

**12. Assistant Director of Physical Education and Sports – Selection Grade**

**[Assistant Director of Physical Education and Sports (Senior Scale/Academic Level 11) to University Assistant Director of Physical Education and Sports (Selection Grade/Academic Level 12)]**

**Eligibility:**

- 1) He/she has completed five years of service in that grade.
- 2) He/she has done any two of the following in the last five years:
  - (i) Completed one course / program from among the categories of refresher courses, research methodology workshops.

6



- (ii) Teaching-Learning-Evaluation Technology Programs / Faculty Development Programs of at least two weeks (ten days) duration.
- (iii) Completed two courses of at least one week (five days) duration in lieu of every single course/program of at least two weeks (ten days) duration).
- (iv) Taken/developed one MOOCs course in the relevant subject (with e-certification).

**CAS Promotion Criteria:**

An individual may be promoted if;

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least four out of the last five years' of the assessment period as specified in Appendix II, Table 5, and;
- ii) The promotion is recommended by a screening-cum-evaluation committee.

**13 Assistant Director of Physical Education and Sports – Senior Scale**

[Assistant Director of Physical Education and Sports (Academic Level 10) to Assistant Director of Physical Education and Sports (Senior Scale/Academic Level 11)]

**Eligibility:**

- i) He/she has completed four years of service with a Ph.D. degree in Physical Education or Physical Education & Sports or Sports Science or five years of service with an M.Phil. degree or six years of service for those without an M.Phil or Ph.D. degree.
- ii) He/she has attended one Orientation course of 21 days' duration; and
- iii) He/she has done any one of the following: (a) Completed Refresher / Research Methodology Course/ workshop, (b) Training Teaching-Learning-Evaluation Technology Program/ Faculty Development Program of at least 5 days duration and (c) Taken/developed one MOOCs course (with e-certification).

**CAS Promotion Criteria:**

An individual may be promoted if:

- i) He/she gets a 'satisfactory' or 'good' grade in the annual performance assessment reports of at least three/four/five of the last four/five/six years of the assessment period as the case may be, as specified in Appendix II, Table 5; and
- ii) The promotion is recommended by a screening-cum-evaluation committee.

G

### *Screening cum Evaluation Committee*

The "Screening-cum-Evaluation Committee" for CAS promotion of Assistant Professors/equivalent cadres in Librarians/ Physical Education and Sports from one level to the other higher level shall consist of:

**A. For University Teachers:**

- i) The Vice-Chancellor or his/her nominee shall be the Chairperson of the Committee;
- ii) The Dean of the Faculty concerned;
- iii) The Head of the Department / Chairperson of the School.
- iv) One subject expert in the subject concerned nominated by the Vice-Chancellor from the University panel of experts.

**B. For University Assistant Librarian:**

- a. The Vice-Chancellor shall be the Chairperson of the Committee;
- b. The Dean of the Faculty concerned;
- c. The Librarian, University Library; and
- d. One expert who is a working Librarian nominated by the Vice-Chancellor from the University panel of experts.

**C. For University Assistant Director, Physical Education and Sports:**

- a. The Vice-Chancellor shall be the Chairperson of the Committee;
- b. The Dean of the Faculty concerned;
- c. The University Director, Physical Education and Sports; and
- d. One expert in Physical Education and Sports Administration from University system nominated by the Vice-Chancellor from the University panel of experts.

**Note: The quorum for these committees in all categories shall be three which will include one subject expert/university nominee.**

The Screening-cum-Evaluation Committee on verification/ evaluation of grades secured by the candidate through the Assessment Criteria and Methodology Performa of the university based on these Regulations and as per the minimum requirement specified:

- a. In Appendix II, Table 1 for each of the cadre of Assistant Professor.
- b. In Appendix II, Table 4 for each of the cadre of Librarian.
- c. In Appendix II, Table 5 for each of the cadre of Physical Education and Sports shall recommend to the Syndicate about the suitability for the promotion of the candidate(s) under CAS for implementation.

G

## Assessment Process

The following three-step process is recommended for carrying out assessment for promotion under the CAS at all levels:

**Step 1:** The university teachers shall submit to university an annual self-appraisal report in the prescribed Performa based on Tables 1 to 5 of Appendix II. The report should be submitted at the end of every academic year, within the stipulated time. The teacher will provide documentary evidence for the claims made in the annual self-appraisal report, which is to be verified by the HOD/Teacher- in-charge etc. The submission should be through the Head of the Department (HOD)/teacher-in-charge.

**Step: 2:** After completion of the required years of experience for promotion under CAS and fulfillment of other requirements indicated below, the teacher shall submit an application for promotion under CAS.

**Step 3:** A CAS Promotion shall be granted as mentioned in Clause 6.4 of the UGC Regulations, 2018.

Regarding the cases pending for promotions from one Academic Level/Grade Pay to another Academic Level/Grade Pay under the Career Advancement Scheme provided under the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 and its subsequent amendments, the teachers shall be given the option to be considered for the promotion from one Academic Level/Grade Pay to another Academic Level/Grade Pay as per the following:

- a. The teachers shall be considered for promotion from one Academic Level/Grade Pay to another as per the CAS Regulations 2018 as prescribed in this Ordinance.

**OR**

- b. The faculty members shall be considered for the promotion from one Academic Level/Grade Pay to another as per the CAS provided under the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 and its amendments with relaxation in the requirements of Academic Performance Indicators (API) based Performance Based Appraisal System (PBAS) upto the date of notification of these Regulations.

The relaxation in the requirements of Academic Performance Indicators (API) based Performance Based Appraisal System (PBAS) upto the date of notification of these Regulations for the promotion from one Academic Level/Grade Pay to another under CAS as provided in UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 and its amendments, is defined as under:



- i. Exemption from scoring under Category I, as defined in Appendix III of said above mentioned UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 and its amendments including University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education) (4th Amendment), Regulations, 2016, for faculty and other equivalent cadre positions.
- ii. Scoring in Category II and Category III for faculty and other equivalent cadre positions shall be as provided for in the UGC Regulations on Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and Measures for the Maintenance of Standards in Higher Education 2010 with the following combined minimum API score requirement for Category II and Category III taken together, as mentioned in Table A for teachers; Table C for Library Staffs and Table E for Sports & Physical Education

Note: There shall be no minimum API score requirement for Category II and Category III individually.

The candidate shall offer himself/herself for assessment for promotion, if he/she fulfils the minimum grading specified in the relevant Assessment Criteria and Methodology Tables, by submitting an application and the required Assessment Criteria and Methodology Performa. He/she can do so three months before the due date. The university shall send a general circular twice a year, inviting applications for the CAS promotions from the eligible candidates.

- i. If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion shall be from that of minimum period of eligibility.
- ii. If, however, the candidate finds that he/she would fulfil the CAS promotion criteria, as defined in Tables 1, 2, 4, and 5 of Appendix II at a later date and applies on that date and is successful, his/her promotion shall be effected from that date of the candidate fulfilling the eligibility criteria.
- iii. The candidate who does not succeed in the first assessment, he/she shall have to be re-assessed only after one year. When such a candidate succeeds in the eventual assessment, his/her promotion shall be deemed to be one year from the date of rejection

The promotion under the CAS being a personal promotion to a teacher holding a substantive sanctioned post, on his/her superannuation, the said post shall revert back to its original cadre.

For the promotion under the CAS, the applicant teacher must be on the role and in active service of the University/College on the date of consideration by the Selection Committee.

G

**API requirement and computation for the promotion of teachers/ librarians/ Physical Education and Sports under CAS in University shall be as per the Tables of the UGC Regulations 2018**

- a. In Appendix II, Table 1 for each of the cadre of Assistant Professor;
- b. Appendix II, Table 1, and Appendix II, Table 2 for Associate Professor and Professor
- c. In Appendix II, Table 4 for each of the cadre of Librarian; and
- d. In Appendix II, Table 5 for each of the cadre of Physical Education and Sports

*The norms for counting of Past Services for promotion under CAS of teachers shall be as per section 10.0 of UGC regulations 2018, as amended from time to time.*

  
REGISTRAR

No. JNVU/ACA/M/2023/ 176

Dated: 02.09.2023

Copy to:-

1. The Principal Secretary to Governor, Rajasthan, Raj Bhawan, Jaipur with reference to his letter No. F 2(3)RB/2021/3924 dated 24<sup>th</sup> July, 2023.
2. All the members of Senate/Syndicate/Academic Council/Finance Committee.
3. All the Deans/Directors/Heads of the Departments.
4. The Chairman, Library Board/Sports Board, J.N.V. University, Jodhpur.
5. The Comptroller/P.R.O./University Engineer/Controller of Examination, J.N.V. University, Jodhpur.
6. All Branch Officers, J.N.V. University, Jodhpur.
7. P.S. to Vice-Chancellor/P.A. to Registrar, J.N.V. University, Jodhpur.

  
ASSTT. REGISTRAR