

**SRI KONDA LAXMAN TELANGANA STATE HORTICULTURAL UNIVERSITY
ADMN. OFFICE : MULUGU (V&M) : SIDDIPET DISTRICT-502279**

Proc. No. 59/Ser(T)/SKLTSHU/2019

Dt: 22-05-2021

Sub: SKLTSHU – Teaching Estt. – Implementation of Revised UGC Pay Scales of 2016 for the Teachers of SKLTSHU – Sri Konda Laxman Telangana State Horticultural University Teachers Career Advancement Scheme Regulations 2016 – Modified Orders – Issued.

- Ref: 1. Proc. No. 338/Ser(T)/SKLTSHU/2016, dt: 30-01-2017 of the Registrar, SKLTSHU.
2. G.O. Ms. No. 15, dt: 29-06-2019 of Higher Education (UE-II) Department, Government of Telangana.
3. Proc. No. 18/Estt./Ser(T)/2019, dt: 16-07-2019 of Registrar, SKLTSHU.
4. Proc. No. 59/Ser(T)/SKLTSHU/2019, dt: 11-12-2020 of Registrar, SKLTSHU.

In exercise of the powers conferred in Sri Konda Laxman Telangana State Horticultural University Act - 2007 and as per Statutes and Regulations (Chapter - VIII) under sub-section (i) of Section 55, with approval of Board of Management and Government hereby makes the following regulations:

**REGULATIONS GOVERNING CAREER ADVANCEMENT SCHEME IN
SRI KONDA LAXMAN TELANGANA STATE HORTICULTURAL UNIVERSITY**

Short Title and Commencement:

1. a) These regulations may be called the SKLTSHU Teachers (Career Advancement Scheme) Regulations 2016.
b) They shall be deemed to have come into force with effect from 01-01-2016. However, the eligibility criteria under CAS regulations 2011 issued vide Proc. No. 338/Ser.(T)/SKLTSHU/2016, dt: 30-01-2017 will be applicable to all those who become eligible up to 31-12-2020, thereafter the new regulations, shall apply irrespective of date of eligibility.
2. In these regulations unless the context otherwise requires:
 - a) The words and expressions not defined herein and used in the Act and Statutes of the University shall have the meaning assigned to them in the Act and Statutes.
 - b) The Expression “Assistant Professor / Associate Professor / Professor used in these regulations shall include teachers in equivalent cadres in Teaching, Research and Extension.
 - c) Assistant Professor, Senior Scale (Academic level 10-11) means the scale of Rs. 68,900/- – Rs. 2,05,500/-.
 - d) Assistant Professor, Selection Grade (Academic level 11-12) means the scale of Rs. 79,800/- – Rs. 2,11,500/-.
 - e) Associate Professor (Academic level 12-13A) means the scale of Rs. 1,31,400/- – Rs. 2,17,100/-.

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- f) Professor (Academic level 13A-14) means the scale of Rs. 1,44,200/- – Rs. 2,18,200/-.
- g) Senior Professor (Academic level 14-15) means the scale of Rs. 1,82,200/- – Rs. 2,24,100/-.

Objectives of the Scheme:

The objective of the scheme is to provide Career Advancement for the teachers in the cadre of Assistant Professor leading to their:

- i) Placement for moving to the next higher grade of Academic level 10-11, 11-12, 12-13A, 13A-14 and 14-15.
 - a) Promotion of Assistant Professor to Assistant Professor (Senior Scale).
 - b) Promotion of Assistant Professor (Senior Scale) to Assistant Professor (Selection Grade).
 - c) Promotion of Assistant Professor (Selection Grade) to Associate Professor.
 - d) Promotion of Associate Professor to Professor and
 - e) Promotion of Professor to Senior Professor.

ELIGIBILITY CRITERIA FOR PROMOTION OF UNIVERSITY TEACHERS

Eligibility for Promotion of Assistant Professor to Assistant Professor Senior Scale Academic level 10-11, Scale of Rs. 68,900 - Rs. 2,05,500

1. He/She must have completed **four years with Ph.D.** or **five years with M.Phil / PG Degree in Professional course** such as M.Sc.(Ag.), M.Sc. (Hort.) or six years of service in case of those without a Ph.D. / M.Phil. /PG Degree in a professional course.
2. Attended one Orientation course of 21 days duration.
- @3. Completed refresher/Research methodology/Faculty development programme of at least one week (5 days) duration or taken one MOOCs course with e-certification during assessment period (w.e.f. 01-01-2021).
- @4. Must have published ONE research publication in the peer-reviewed journals. (NAAS rating 5.0 and above w.e.f. 01.01.2018) during assessment period (w.e.f. 01-01-2021).

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 three/four/five of the last four/five/six years of the assessment period and gets a score of 60% out of 100.
- ii) The promotion is recommended by the screening-cum evaluation committee.

Screening-cum-Evaluation Committee

- i) The Vice-Chancellor or his/her nominee shall be the Chairperson of the Committee.
- ii) The Dean of the Faculty concerned.

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- iii) The Head of the Department/Chairperson of the School and
- iv) One subject expert in the subject concerned nominated by the Vice-Chancellor from the University panel of experts.

Note: The quorum for the committee shall be three which will include one subject expert / University nominee.

**Eligibility for Promotion of Assistant Professor Sr. Scale to Assistant Professor
Selection Grade Academic level 11-12, Scale of Rs. 79,800 - Rs. 2,11,500**

1. He/She must have completed **five years** of service as Assistant Professor, Senior. Scale in Academic Level 11.
- @2. He/She should possess a **Ph.D. Degree in the subject relevant/allied/relevant discipline** (w.e.f. 01-01-2021).
3. One course /programme from among the categories of refresher courses, methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes and faculty Development Programmes of 2/3 week duration.
- @4. Completed a refresher course/Research methodology/faculty development programme of at least **two weeks (ten days)** or completed at least two courses of one week duration or completed one MOOCs course in the relevant subject with e-certification or development of e-content of MOOCs course during the assessment period (w.e.f. 01-01-2021).
- @5. Must have published **THREE** research publications in the peer-reviewed journals (NAAS rating 5.0 and above w.e.f. 01.01.2018) during assessment period (w.e.f. 01-01-2021).

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 atleast four of the last five years of the assessment period and gets a score of 60% out of 100.
- @ii) 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 and gets a score of 65% out of 100 (w.e.f. 01-01-2021).
- iii) The promotion is recommended by the screening-cum evaluation committee.

Screening-cum-Evaluation Committee

- 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 and
- iv) One subject expert in the subject concerned nominated by the Vice-Chancellor from the University panel of experts.

Note: The quorum for the committee shall be three which will include one subject expert / University nominee.

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Eligibility for Promotion of Assistant Professor Selection Grade to Associate Professor
Academic level 12-13A Scale of Rs. 1,31,400 – Rs.2,17,100

1. He/She must have completed **three years** of service as Assistant Professor, Selection Grade in Academic Level 12.
2. He/ She should possess a **Ph.D. Degree in the subject relevant/allied/relevant discipline.**
3. One course /programme from among the categories of refresher courses, methodology workshops, Training, Teaching-Learning-Evaluation Technology Programmes, Soft Skills development Programmes and faculty Development Programmes of 2/3 week duration.
- @4. Completed a refresher course/Research methodology/ Faculty development programme of at least two weeks (ten days) or completed at least two courses of one week duration or completed one MOOCs course in the relevant subject with e-certification or development of e-content of MOOCs course during the assessment period (w.e.f. 01-01-2021).
5. At least three publications in the entire period as Assistant Professor (twelve years).
- @6. Must have published **SEVEN research publications out of which THREE publications** have to be published during assessment period (w.e.f. 01-01-2021).
- @7. In lieu of evidence of having guided at least **one Ph.D. candidate** during the assessment period (w.e.f. 01-01-2021).
 - a) Must have published **at least three additional research publications as first author having 5.0 and above NAAS rating** (w.e.f.01.01.2018) during the assessment period
 - (or)
 - b) Should possess **an externally funded project worth not less than Rs. 15.0 lakhs** during the assessment period which can be a single or a cumulative of more than one project obtained either from Government agencies like ATMA, NABARD. ICAR, DST, DBT etc. or from private agencies or an NGO either for capacity building or demonstrations or impact study or for applied or fundamental research activity.

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 two of the last three years of the assessment period and has a score of 65% out of 100.
- ii) The promotion is recommended by the selection committee constituted in accordance with these Regulations.

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Selection Committee

- i) The Vice-Chancellor or his/her nominee who has at least ten years of experience as Professor shall be the Chairperson of the Committee.
- ii) An academician not below the rank of Professor to be nominated by the Vice-Chancellor wherever applicable
- iii) Three experts in the subject / field concerned nominated by the Vice Chancellor, out of the panel of names approved by the relevant statutory body of the university.
- iv) Dean of the faculty wherever applicable
- v) Head/Chairperson of the Department/School.
- vi) An academician representing SC/ST/OBC/Minority /Women /Differently abled categories, if any of candidates belonging to any of these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee does not belong to that category.

Note: At least four members, including two outside subject experts, shall constitute the quorum.

**Eligibility for Promotion of Associate Professor to Professor Academic level 13A-14,
Scale of Rs. 1,44,200 – Rs. 2,18,200/-**

1. He/She must have completed **three years** of service as Associate Professor in Academic Level 13A.
2. He/ She should possess a **Ph. D Degree in the subject relevant/allied/relevant discipline.**
3. A minimum of five publications since the period that the teacher is placed in stage-3.
- @4. Must have **published TEN research publications out of which three publications** have to be published during assessment period (w.e.f. 01-01-2021).
- @5. The candidate should satisfy **any one of the below mentioned conditions** (w.e.f. 01-01-2021)
 - a) Evidence of having guided at least **one Ph. D candidate** during the assessment period.
 - b) Must have published **at least three additional research publications as first author having 5.0 and above NAAS rating** (w.e.f. 01.01.2018) during the assessment period.
 - c) Should possess **an externally funded project worth not less than Rs. 20.0 lakhs** during the assessment period which can be a single or a cumulative of more than one project obtained either from Government agencies like ATMA, NABARD. ICAR, DST, DBT etc. or from private agencies or an NGO either for capacity building or demonstrations or impact study or for applied or fundamental research activity.

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 two of the last three years of the assessment period and has a score of 65% out of 100.
- @ii) The teacher 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 and has a score of 70% out of 100 (w.e.f. 01-01-2021).
- iii) The promotion is recommended by the selection committee constituted in accordance with these Regulations.

Selection Committee

- i) The Vice- Chancellor shall be the Chairperson of the Committee.
- ii) An academician not below the rank of Professor to be nominated by the Vice-Chancellor wherever applicable
- iii) Three experts in the subject/field concerned nominated by the Vice Chancellor, out of the panel of names approved by the relevant statutory body of the university.
- iv) Dean of the faculty wherever applicable.
- v) Head/Chairperson of the Department/School.
- vi) An academician representing SC/ST/OBC/Minority /Women /Differently abled categories, if any of candidates belonging to any of these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee does not belong to that category.

Note: At least four members, including two outside subject experts, shall constitute the quorum.

Eligibility for Promotion of Professor to Senior Professor Academic level 14-15, Scale of

Rs. 1,82,200 - Rs.2,24,100/-

1. He/She must have completed **ten years** of service as Professor in Academic Level 14.
2. Must have published **ten research publications during assessment period**.
- @3. The candidate should satisfy **any one of the below mentioned conditions** (w.e.f. 01-01-2021)
 - a) Evidence of having guided at least **two Ph. D candidates** during the assessment period
 - b) Must have published **at least three additional research publications as first author having 6.0 and above NAAS rating** (w.e.f. 01.01.2018) during the assessment period.
 - c) Must have successfully completed **an externally funded project worth not less than Rs. 25.0 lakhs** during the assessment period which can be a single or a cumulative of more than one project obtained either from Government agencies like ATMA, NABARD. ICAR, DST, DBT etc. or from private agencies or an NGO either for capacity building or demonstrations or impact study or for applied or fundamental research activity.
4. The teacher has to score 70% out of 100.
- @5. The teacher has to score 75% out of 100 (w.e.f. 01-01-2021).

Selection Committee

- i) The Vice- Chancellor shall be the Chairperson of the Committee.
- ii) An academician not below the rank of Professor/Professor with minimum ten years experience who is the nominee of the Vice-Chancellor, wherever applicable.
- iii) Three experts not below the rank of a Senior Professor/Professor with a minimum of ten years experience in the subject/field concerned nominated by the Vice-Chancellor out of the panel of names approved by the relevant statutory body of the University
- iv) Dean (not below the rank of Senior Professor/Professor with minimum ten years experience) of the faculty, wherever applicable.
- v) Head/Chairperson (not below the rank of Senior Professor/Professor with minimum ten years experience) or Senior most Professor (not below the rank of Senior Professor/Professor, with a minimum of ten years experience) of the Department/School.
- vi) An academician (not below the rank of a Senior Professor/Professor with minimum ten years experience) representing SC/ST/OBC/Minority / Women /Differently-able categories, if any of candidates representing, these categories is the applicant, to be nominated by the Vice-Chancellor, if any of the above members of the selection committee do not belong to that category.

@ :: Will be applicable from 01-01-2021

MINIMUM API SCORE FOR PROMOTION TO DIFFERENT ACADEMIC LEVELS

Sl. No	Category	Assistant Professor / equivalent cadres (Academic Level 10 to 11)	Assistant professor / equivalent cadres (Academic Level 11 to 12)	Assistant Professor (Academic Level 12) to Associate Professor / equivalent cadres (Academic Level 13A)	Associate Professor (Academic Level 13A) to equivalent cadres (Stage Academic Level 14)	Professor (Academic Level 14) to Senior Professor (Academic Level 15)
1	Category I (A/B/C/D) Teaching, Research, Extension, Administration and other related activities	75 /year (Max 125/year)	75/year (Max 125/year)	75/year (Max 125/year)	75/year (Max 125/year)	75/year (Max 125/year)
2	Category II (Co-curricular, Extension and Professional related activities)	15/year (Max 50/year)	15/year (Max 50/year)	15/year (Max 50/year)	15/year (Max 50/year)	15/year (Max 50/year)
	Minimum Number of Research Papers to be published	One	Three	Three (seven)	Three (ten)	ten
3	Category III Research and academic contributions	10/year 40/assessment period of 4 years for Ph.D candidates 60/assessment period of 6 years for M.Sc candidates Max 100/year)	20/year (100/assessment period of 5 years) Max 100/year)	30/year (90/assessment period of 3 years) Max 100/year)	40/year (120/assessment period of 3 years) Max 100/year)	50/year (500/assessment period of 10 years) (Max 100/year)
4	Minimum total average annual score under Categories I and II	100/year	100/year (upto 31-12-2020) 110/year (w.e.f. 01-01-2021)	110/year	110/year (upto 31-12-2020) 120/year (w.e.f. 01-01-2021)	120/year (upto 31-12-2020) 130/year (w.e.f. 01-01-2021)

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5	Assessment System	Screening cum evaluation Committee	Screening cum evaluation Committee	Selection Committee with interview	Selection Committee with interview	Interaction with Expert Committee
	Note: Overall eligibility	Minimum of 100 points in the Performance Appraisal Scoring System (PASS) of the concerned university developed on the basis of Table 1 of these guidelines on Academic Performance Indicators (API) and Weightage points (WP)	A total minimum of 200 points during the service period in the Performance Appraisal Scoring System (PASS) of the concerned university based on the Table-1 of these guidelines on Academic Performance Indicators (API) & Weightage Points (WP) of which 100 points should have been achieved during the assessment period.	A total minimum of 300 points during the service period in the Performance Appraisal Scoring System (PASS) of the concerned university based on the Table-1 of these guidelines on Academic Performance Indicators (API) & Weightage Points (WP) of which 100 points should have been achieved during the assessment period	A total minimum of 400 points during the service period in the Performance Appraisal Scoring System (PASS) of the concerned university based on the Table-1 of these guidelines on Academic Performance Indicators (API) & Weightage Points (WP) of which 100 points should have been achieved during the assessment period	A total minimum of 600 points during the service period in the Performance Appraisal Scoring System (PASS) of the concerned university based on the Table-1 of these guidelines on Academic Performance Indicators (API) & Weightage Points (WP) of which 100 points from publications out of an aggregate of 200 points should have been earned during the tenure of Professor.

Assessment Criteria and Methodology

The criteria for promotions under Career Advancement Scheme laid down under these Regulations shall be effective from the date of notification of these Regulations.

1. The performance of the candidate should be consistently satisfactory as obtained in the annual appraisal (confidential) reports.
2. The process of promotions should involve inviting the biodata with duly filled score card based template and reprints of requisite number of publications of candidate wherever necessary. All supporting documents shall be verified and certified by the Head.
3. Evaluation of research publication shall be as per prescribed score card. Popular articles if any, published by the candidates shall be considered only in the concerned discipline / assigned work. Appropriate weightage for such publication shall be given as per score card.
4. CAS promotions from a lower stage to higher stage of Assistant Professor shall be conducted by a "Screening cum Evaluation Committee" adhering to the Score Card system
5. Applications for CAS Promotions shall be invited every year in the month of February/ March for the candidates who become eligible upto 31st December of preceding year.

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6. The "Screening cum Evaluation Committee" for CAS promotion of Assistant Professor from Academic Level 10 to 11 of Rs.68,900-2,05,500 and from Academic level 11 to 12 of Rs.79,800-2,11,500 shall consist of
- a) The Vice Chancellor as the Chairman
 - b) One of the Directors / Deans- Member
 - c) The concerned University Head of the Department *- Member
 - d) One expert in the concerned subject nominated by the Vice Chancellor

Note : The quorum for the committee meeting shall be three including the subject expert and the Chairperson.

* In the absence of University Head of the Department, any other Professors or persons of the department nominated by the Vice Chancellor.

7. CAS promotion being a personal promotion to the incumbent teachers holding a substantive sanctioned post he/she has to take the work load of the post. On superannuation of the individuals incumbent, the said post shall revert back to its original cadre
8. 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.
9. The overall promotion procedure shall incorporate transparent, objective and credible methodology of analysis of the merit and credentials of the applicants based on weightage given to the performance of the candidate in different relevant dimensions and his / her performance a scoring system proforma, in prescribed score card.
10. A teacher shall have earned annual increments regularly during the assessment period for CAS promotion.
11. The candidates who do not succeed in the first assessment, he/she shall have to be reassessed 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.
12. Candidates who become eligible but do not apply when the applications for CAS Promotion are invited, their date of eligibility shall be from the date of issue of order and not from the actual date of eligibility.
13. Teachers who desired to be considered for respective grade promotion shall submit to the Registrar the filled in application form prescribed for the purpose. *The teacher shall make a power point presentation of their work (assessment period only) to the selection committee during the interview process.*

14. The composition of the Selection Committee for promotion from Academic Level 12 to 13A of Rs.1,31,400 - Rs. 2, 17,100 and from Academic Level of 13A to 14 of Rs. 1,44,200- Rs. 2,18,200, Academic level 14 to 15 Rs. 1,82,200-Rs. 2,24,100 shall be similar to that for direct recruitments
15. The Screening cum Evaluation Committee on verification / evaluation of score secured by the candidates through score card system (Academic Level 11 and Academic Level 12) and the recommendations of the selection committee (Academic Level 13A, 14 and 15) shall recommend to the Board of Management about the suitability for the promotion of the candidate (s) under CAS for consideration and approval.
16. All the procedures outlined above, shall be completed on the day of the selection committee meeting, where in the minutes are recorded along with scores obtained and recommendations made on the basis of merit and duly signed by all members of the committee in the minutes.
17. Previous regular service if any before entering the University (national or international) will not be considered during promotion under CAS.

GENERAL CONDITIONS OF SERVICE

I. Pay Scales, Fixation and Allowances

- i) The UGC Revised Pay Scales, 2016 may be implemented w.e.f. 1.1.2016.
- ii) The pay may be fixed in the pay matrix as on 1.1.2016. The existing pay (pay in band plus academic grade pay) in pre-revised structure as on 31.12.2015 shall be multiplied by a factor of 2.57. The figure so arrived at is to be located in the academic level corresponding to employees pay band and academic grade pay in the new pay matrix. If a cell identical to the figure so arrived is available in a appropriate academic level, that cell shall be the revised pay; otherwise the next higher cell in that academic level shall be the revised pay of the employee. If the figure arrived at in this manner is less than the first cell in that academic level, then the pay shall be fixed at the first cell of that academic level.
- iii) The minimum pay and maximum pay matrix of the post concerned i.e Assistant Professor, Assistant Professor-Senior Scale, Assistant Professor – Selection Grade, Associate Professor, Professor and Sr. Professor may be fixed as pay scale of that post duly indicating the academic level of the category of that post.

Category	Academic level	Pay scale
Asst. Professor	10	Rs: 57,700-1,82,400
Asst. Professor Sr. Scale	11	Rs. 68,900-2,05,500
Asst. Professor Sel. Grade	12	Rs. 79,800- 2,11,500
Associate Professor	13A	Rs. 1,31,400-2,17,100
Professor	14	Rs.1,44,200-2,18,200
Senior Professor	15	Rs.1,82,200-2,24,100

- iv) The option date of the increment as on 1st Jan. or 1st July, as clarified vide Ministry of Finance clarification vide No. 4-21/2017-IC/E.III (A) dt. 31.7.2018 may be followed.
- v) The percentage of HRA as clarified vide No. 2/5/2017-EII(B) dt.7.7.2017 of the Ministry of Finance, Govt. of India may be followed.

II. Service Agreement and Fixing of Seniority

- i) At the time of recruitment in Universities and Colleges, a service agreement should be executed between the University and the teacher concerned and a copy thereof shall be deposited with the Registrar. Such service agreement shall be duly stamped as per the government rates applicable.
- ii) Inter-se seniority between the direct recruited and teachers promoted under CAS: The inter-se seniority of a direct recruit shall be determined with reference to the date of joining and for the teachers promoted under the CAS with reference to the date of eligibility as indicated in the recommendations of the selection committee of the respective candidates.

III. Promotion

When an individual gets a promotion, his new pay on promotion would be fixed in the Pay Matrix as follows:

On promotion, the teacher or equivalent position would be given a notional increment in his/her existing Academic Level of Pay, by moving him/her to the next higher Cell at that Level and the pay shown in this Cell would now be located in the new Academic Level corresponding to the post to which he/she has been promoted.

If a Cell identical with that pay is available in the new Level, that Cell shall be the new pay, otherwise the next higher Cell in that Level shall be the new pay of the teacher or equivalent position. If the pay arrived at in this manner is less than the first Cell in the new Level, then the pay shall be fixed at the first Cell of the new Level.

**A. BHAGWAN
REGISTRAR**

To
All the Associate Deans of Colleges.
All the Principals / Vice-Principals of Polytechnics.
All the Heads of Research Stations
All the Programme Coordinators of KVK

Copy to
All the University Officers, Admn. Office, SKLTSHU
The PS to Hon'ble Vice-Chancellor, SKLTSHU.
Sf/Sc.

//F.B.O.//


Administrative Officer
22/5/2021