

From

Director, Higher Education Haryana,
Shiksha Sadan, Sector 5, Panchkula.

To

1. Registrar, Kurukshetra University, Kurukshetra.
2. Registrar, Maharishi Dayanand University, Rohtak.
3. Registrar, Ch. Devi Lal University, Sirsa.
4. Registrar, BPS Mahila Vishwavidyalaya, Khanpur Kalan, Sonapat.
5. Registrar, Indira Gandhi University, Meerpur, Rewari.
6. Registrar, Ch. Ranbir Singh University, Jind.
7. Registrar, Ch. Bansi Lal University, Bhiwani.
8. Registrar, Gurugram University, Gurugram.
9. Registrar, Dr. B.R. Ambedkar National Law University, Rai, Sonapat.
10. Registrar, Maharishi Balmiki Sanskrit University, Mundri, Kaithal.
11. All Principals of Government and Government Aided Private Colleges situated in the State of Haryana.

Dated: Panchkula, the 03/07/2023

Memo No. 2/1-2023 C-4(3)

Subject: Revised guidelines for promotion under Career Advancement Scheme (CAS)

In continuation to the revised guidelines issued vide letter no. KW 7/79-2017 C IV (3) dated 05-12-2022. In the interest of academic publishing and credibility of Research and Knowledge production, the following additional instructions/guidelines for clarity are also issued for all universities and colleges of the State:

1. As the UGC has replaced the old 'UGC approved list of Journals' with the new 'UGC-CARE Reference List of Quality Journals' (UGC CARE), research Publications only from the journals indexed in UGC CARE list shall be considered prospectively from the issuance of these instructions for any academic purpose and promotion.
2. Every Assistant Professor/Associate Professor/Professor at the time of submitting any research paper for any purpose, shall submit an undertaking, indicating that the document has been prepared by him/her and the document is his/her original work and free from plagiarism.
3. UGC (Promotion of Academic Integrity & Prevention of Plagiarism in Higher Education Institutions) Regulations, 2018 shall also be followed in letter and spirit.
4. The department shall promote eligible Associate Professor (Academic level 13A) to Professor (Academic level 14), posted in Govt. Colleges and All the Govt. Aided Private Colleges. In case of promotion to Professor in colleges under CAS, it further reiterated that the new criteria as laid down in the Clause 6.4 B IV, approved vide notification dated 11-11-2022, shall be applicable w.e.f. 01-01-2016 as mentioned in the Clause.
5. The committee for screening of applications for the promotion under CAS for Professor shall consist of the following members as per existing Clause 5.1 VIII of notification dated 11-11-2022:

B. For Govt. Aided Private College Teachers:

- a) Dean of Colleges of the concerned university.
- b) Nominee of Director, Higher Education
- c) Nominee of the Vice-Chancellor
- d) Subject Expert
- e) Principal of the College

Note: The quorum of this committee shall be three, which will include one subject expert/university nominee and DHE nominee as per existing practice.

C. For Government College Teachers:

- a) Additional Chief Secretary/ Principal Secretary to Govt. Haryana, Higher Education Department.
 - b) Director, Higher Education Department, Haryana
 - c) Joint/Deputy Secretary to Govt. Haryana, Higher Education Department.
 - d) Principal of concerned college
 - e) Subject Expert
6. In order to avoid any delay in holding the selection committee meetings, the various positions under CAS, the University/colleges may initiate the process of screening/selection, and complete the process of screening within three months from receipt of application.
 7. The candidate who does not succeed in the first assessment, he/she shall have to be reassessed only after six months. When such candidate succeeds in the eventual assessment, his/her promotion shall be deemed to be six months from the date of rejection.
 8. In order to avoid any hardship, a window of 3 years shall be provided to the candidates who fulfil all other criteria mentioned in the regulations adopted by the state on 11-11-2022 except Research Publications and Research Score, as on and till the date on which these instructions are issued.
 9. The benefit of this promotion shall be given to those who fulfil eligibility conditions from the date of notification issued dated 11-11-2022 by Govt. of Haryana on actual basis (3 years' time given in notification to acquire the eligibility).
 10. The notional benefit of this promotion shall be given to those eligible candidates who have attained eligibility between 01-01-2016 to 11-11-2022 from the date of attaining eligibility and thereafter actual benefit w.e.f. 11-11-2022.
 11. The notional benefit of this promotion shall be given to those eligible candidates who have attained eligibility prior to 01-01-2016 w.e.f. 01-01-2016 and thereafter actual benefit w.e.f. 11-11-2022.
 12. In case of promotion from Associate Professor to Professor under CAS in Govt. Colleges and Govt. Aided Private Colleges, subject expert in Screening cum Evaluation Committee shall not be below the rank of Professor.
 13. The meeting regarding CAS of Govt. Colleges for promotion from Associate Professor to Professor shall be held in the department of Higher Education, Haryana on quarterly basis. All cases of CAS of Govt. Aided Private Colleges from Associate Professor to Professor shall be verified / recommended by the concerned affiliating university as specified in UGC Regulations adopted by the State Govt. Notification of 11-11-2022.



Assistant Director, College – IV
for Director, Higher Education,
Haryana, Panchkula

A Copy is forwarded to the following:

1. Joint Director –V for the information and necessary action in the matter.
2. In-charge I.T Cell for the uploading letter /revised guidelines on the departmental Web Portal.



Assistant Director, College – IV
for Director, Higher Education,
Haryana, Panchkula