

UNIVERSITY GRANTS COMMISSION
New Delhi-110002, The __ February, 2018

**DRAFT 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 2018**

No. _____ -In exercise of the powers conferred under clause (e) and (g) of sub-section(I) of Section 26 of University Grants Commission Act, 1956 (3 of 1956), and in pursuance of the MHRD _____ read with Ministry of Finance(Department of Expenditure) O.M.No. _____ and in terms of the MHRD Notification MHRD letters No. 1-7/2015-U.II(1) dated 02.11.2017 and its Corrigendum No. 1-7/2015-U.II(2) dated 08.11.2017 and in supersession of 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, issued by University Grants Commission vide Regulations No. _____ dated ____, 2018 together with all amendments made therein from time to time, the University Grants Commission hereby frames the following Regulations, namely:-

1. Short title, application and commencement:
 - 1.1 These Regulations may be called the University Grants Commission (Minimum Qualifications for Appointment of Teachers and other Academic Staff in Universities and Colleges and other Measures for the Maintenance of Standards in Higher Education) Regulations, 2018.
 - 1.2 They shall apply to every University established or incorporated by or under a Central Act, Provincial Act or a State Act, every Institution including a Constituent or an affiliated College recognized by the Commission, in consultation with the University concerned under Clause (i) of Section 2 of the University Grants Commission Act, 1956 and every Institution deemed to be a University under Section 3 of the said Act.
 - 1.3 They shall come into force from the date of notification.
2. The Minimum Qualifications for appointment and other service conditions of University and College teachers Librarians and Directors of Physical Education and Sports as a measure for the maintenance of standards in higher education, shall be as provided in the Annexure to these Regulations.
3. Consequences of failure of the Universities to comply with the recommendations of the Commission, as provision of Section 14 of the University Grants Commission Act, 1956:

If any University Grants affiliation in respect of any course of study to any college referred to in sub-section(5) of Section 12-A in contravention of the provisions of the sub-section, or fails within a reasonable time to comply with any recommendations made by the Commission under Section 12 or Section 13, or contravenes the provision of any rule made under clause (f) of sub-section (2) of Section 25 or of any regulations made under clause (e) or clause(f) of clause (g) of Sub-Section(I) of Section 26, the Commission after taking into consideration the cause, if any, shown by the University for such failure or contravention, may withhold from the university the grants proposed to be made out of the fund of the Commission.

Admissions/Examinations preparation for Examination	12	10	8	8
Vacation	8	10	6	6
Public Holidays (to increase and adjust teaching days accordingly)	2	2	2	2
Total	52	52	52	52

14.2 In lieu of curtailment of vacation by 2 weeks, the university teachers may be credited with 1/3rd of the period of earned leave. However, colleges may have an option of a total vacation of 10 weeks in a year and no earned leave except when required to work during the vacations for which, as in the case of University teachers, 1/3 of the period will be credited as Earned Leave.

15.0 WORKLOAD

15.1 The workload of the teachers in full employment should not be less than 40 hours a week for 30 working weeks (180 teaching days) in an academic year. It should be necessary for the teacher to be available for at least 7 hours daily in the University/College, out of which at least 2 hours for mentoring of students (minimum 15 students per coordinator) for Community Development/Extra Curricular Activities/library consultation in case of Under Graduate Courses and at least 2 hours for research in case of Post Graduate courses, for which necessary space and infrastructure should be provided by the University/College. The minimum direct teaching-learning process hours should be as follows:

Assistant Professor	16hours
Associate Professor and Professor	14 hours

15.2 A relaxation of two hours in the workload may, however, be given to Professors and Associate Professors who are actively involved in extension activities and administration.

16.0 SERVICE AGREEMENT AND FIXING OF SENIORITY

16.1 At the time of recruitment in Universities and Colleges, a service agreement should be executed between the University/College and the teacher concerned and a copy of the

same should be deposited with the Registrar/Principal. Such service agreement shall be duly stamped as per the rates applicable.

16.2. The self-appraisal methodology, as per Clause 6.0.8 and its sub-clauses and Clauses 6.1.0 to 6.4.0 and all the sub-clauses contained therein and as per Table 1 to 5 of Appendix III as per applicability, shall form part of the service agreement/Record.

16.3 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 CAS with reference to the date of eligibility as indicated in the recommendations of the selection committee of the respective candidates. The rules and regulations of the respective Central/State Government shall apply, for all other matters of seniority.

17.0 CODE OF PROFESSIONAL ETHICS

I. TEACHERS AND THEIR RESPONSIBILITIES:

Whoever adopts teaching as a profession assumes the obligation to conduct himself / herself in accordance with the ideal of the profession. A teacher is constantly under the scrutiny of his students and the society at large. Therefore, every teacher should see that there is no incompatibility between his precepts and practice. The national ideals of education which have already been set forth and which he/she should seek to inculcate among students must be his/her own ideals. The profession further requires that the teachers should be calm, patient and communicative by temperament and amiable in disposition.

Teachers should:

- (i) Adhere to a responsible pattern of conduct and demeanor expected of them by the community;
- (ii) Manage their private affairs in a manner consistent with the dignity of the profession;
- (iii) Seek to make professional growth continuous through study and research;
- (iv) Express free and frank opinion by participation at professional meetings, seminars, conferences etc. towards the contribution of knowledge;
- (v) Maintain active membership of professional organizations and strive to improve education and profession through them;
- (vi) Perform their duties in the form of teaching, tutorial, practical, seminar and research work conscientiously and with dedication;

- (vii) Co-operate and assist in carrying out functions relating to the educational responsibilities of the college and the university such as: assisting in appraising applications for admission, advising and counseling students as well as assisting the conduct of university and college examinations, including supervision, invigilation and evaluation; and
- (viii) Participate in extension, co-curricular and extra-curricular activities including community service.

II. TEACHERS AND THE STUDENTS

Teachers should:

- (i) Respect the right and dignity of the student in expressing his/her opinion;
- (ii) Deal justly and impartially with students regardless of their religion, caste, political, economic, social and physical characteristics;
- (ii) Recognize the difference in aptitude and capabilities among students and strive to meet their individual needs;
- (iv) Encourage students to improve their attainments, develop their personalities and at the same time contribute to community welfare;
- (v) Inculcate among students scientific outlook and respect for physical labour and ideals of democracy, patriotism and peace;
- (vi) Be affectionate to the students and not behave in a vindictive manner towards any of them for any reason;
- (vii) Pay attention to only the attainment of the student in the assessment of merit;
- (viii) Make themselves available to the students even beyond their class hours and help and guide students without any remuneration or reward;
- (ix) Aid students to develop an understanding of our national heritage and national goals; and
- (x) Refrain from inciting students against other students, colleagues or administration.

III. TEACHERS AND COLLEAGUES

Teachers should:

- (i) Treat other members of the profession in the same manner as they themselves wish to be treated;

- (ii) Speak respectfully of other teachers and render assistance for professional betterment;
- (iii) Refrain from lodging unsubstantiated allegations against colleagues to higher authorities; and
- (iv) Refrain from allowing considerations of caste, creed, religion, race or sex in their professional endeavour.

IV. TEACHERS AND AUTHORITIES:

Teachers should:

- (i) Discharge their professional responsibilities according to the existing rules and adhere to procedures and methods consistent with their profession in initiating steps through their own institutional bodies and/or professional organizations for change of any such rule detrimental to the professional interest;
- (ii) Refrain from undertaking any other employment and commitment including private tuitions and coaching classes which are likely to interfere with their professional responsibilities;
- (iii) Co-operate in the formulation of policies of the institution by accepting various offices and discharge responsibilities which such offices may demand;
- (iv) Co-operate through their organizations in the formulation of policies of the other institutions and accept offices;
- (v) Co-operate with the authorities for the betterment of the institutions keeping in view the interest and in conformity with dignity of the profession;
- (vi) Should adhere to the conditions of contract;
- (vii) Give and expect due notice before a change of position is made; and
- (viii) Refrain from availing themselves of leave except on unavoidable grounds and as far as practicable with prior intimation, keeping in view their particular responsibility for completion of academic schedule.

V. TEACHERS AND NON-TEACHING STAFF:

- (i) Teachers should treat the non-teaching staff as colleagues and equal partners in a cooperative undertaking, within every educational institution; and
- (ii) Teachers should help in the function of joint staff-councils covering both teachers and the non-teaching staff.

VI. TEACHERS AND GUARDIANS

Teachers should:

- (i) Try to see through teachers' bodies and organizations, that institutions maintain contact with the guardians, their students, send reports of their performance to the guardians whenever necessary and meet the guardians in meetings convened for the purpose for mutual exchange of ideas and for the benefit of the institution.

VII. TEACHERS AND SOCIETY

Teachers should:

- (i) Recognize that education is a public service and strive to keep the public informed of the educational programmes which are being provided;
- (ii) Work to improve education in the community and strengthen the community's moral and intellectual life ;
- (iii) Be aware of social problems and take part in such activities as would be conducive to the progress of society and hence the country as a whole;
- (iv) Perform the duties of citizenship, participate in community activities and shoulder responsibilities of public offices;
- (v) Refrain from taking part in or subscribing to or assisting in any way activities, which tend to promote feeling of hatred or enmity among different communities, religions or linguistic groups but actively work for National Integration.

18.0 Maintenance of Standards in Higher Education Institutions:

In order to maintain the academic standards in higher education the following recommendations shall be adopted by the respective Universities/Colleges/Institutions:

- i. The process for evaluation for Ph.D shall be uniform in all the universities in accordance with the respective UGC regulations and their amendments from time to time, in this regard. The Universities shall be required to adopt these regulations within six months of their notification.
- ii. There shall be special provision of supernumerary Ph.D seats not exceeding 10% of the total seats available in the department, if there is no vacant seat available with the eligible Supervisors in that department, to the in-service teachers for encouraging the faculty members of colleges and universities for doing Ph.D.
- iii. In order to encourage research and increase country's research output, Universities shall accord permission and provide need based facility for college teachers to supervise Ph.D/M.Phil scholars. Universities shall amend their Statutes and Ordinances accordingly.

- iv. All newly recruited faculty members shall be provided one-time seed money/start up grant/research grant for establishing a basic research/computational facility as per the provisions laid down in these regulations.
- v. Ph.D. shall be made mandatory requirement for recruitment and promotions in accordance with the provisions laid down in these regulations.
- vi. Research clusters shall be created amongst the universities/colleges/research institutions within in the state for sharing research facilities, human resources, skills and infrastructure to ensure optimal utilisation of resources and to create synergies among higher education institutions.
- vii. An induction programme of one month shall be introduced for all newly recruited Assistant Professors in the universities /colleges/institutions ideally before the starting of their teaching work but definitely within one year of the recruitment of the new faculty member. In addition to the Human Resource Development Centers of UGC, Universities/Institutions with Pandit Madan Mohan Malviya National Mission on Teachers and Teaching(PMMMMNMTT) scheme shall also organize such induction programmes as per their mandate.
- viii. These induction programmes will be treated at par with the Orientation Programmes already being run by the Human Resource Development Centers of UGC for the purpose of CAS requirements. Universities/Colleges/Institutions shall send the faculty members in a phased manner so that teaching does not suffer.
- ix. All short term and long duration capacity building programmes for teachers/faculty ranging from one week to one month as well as seminars, workshops in different pedagogic and discipline specific areas being conducted by centers such as Schools of Education (SoEs), Teaching Learning Centers (TLCs), Faculty Development Centers (FDCs), Centers for Excellence in Science and Mathematics (CESMEs), Centers for Academic Leadership and Education Management (CALEMs) under PMMMMNMTT scheme shall be taken into consideration for fulfilment of the requirements as laid down in Career Advancement Scheme of these regulations.

19.0 PAY SCALES OF PRO-VICE CHANCELLOR / VICE-CHANCELLOR

19.1 PRO-VICE CHANCELLOR

The posts of Pro-Vice-Chancellor shall be in Academic Level 14/Academic Level 15 as the case may be, along with a Special Allowance of Rs. 4,000/- per month.

19.2 VICE-CHANCELLOR

The posts of Vice Chancellor shall carry a fixed basic pay of Rs. 2,10,000/- along with a Special Allowance of Rs. 5,000/- per month. All other eligibilities and facilities for the