

By E-mail/Speed Post

F. No. 9-10/2022-CU-I
भारत सरकार/Government of India
शिक्षा मंत्रालय/Ministry of Education
उच्चतर शिक्षा विभाग/Department of Higher Education

Shastri Bhawan, New Delhi
Dated: 13.05.2024

To,
The Registrar,
Assam University,
Silchar, Assam.

Sub: Amendment in Ordinance 26 of Assam University titled as "Notification of vacancies and Preliminary Selection"-reg.

I am directed to refer to your letter no. on AUK-211/15/2016 dated 02.09.2022 on the subject mentioned above and to inform that Hon'ble President of India in her capacity as the Visitor of Assam University has pleased to approve the proposal relating to amendment in Ordinance no. 26 relating to Notification of vacancies and Preliminary Selections in view of Web-Based Recruitment Framework adopted by the University.

2. Further, University is requested that the amended Ordinance may be published in the Gazette of India and hundred (100) copies of the same may kindly be sent to this Ministry for laying before both the Houses of Parliament.

Yours faithfully,



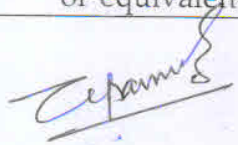
(Subhash Chand Sharu)
Director, CU-I,
DoHE, Gol

ORDINANCE 26

On the Notification of Vacancies and Preliminary Selections

EXISTING ORDINANCE	AMENDMENT PROPOSED
<p>1. (1) The Registrar shall obtain the up-to-date position about faculty positions in the Departments in a form which may be prescribed by the Vice-Chancellor, the nature of vacancies and such other details as may be necessary.</p> <p>(2) The Head of the Department will intimate to the Registrar through the Dean of the School, the occurrence of the vacancy in the prescribed proforma along with such other particulars like the specialisation, etc., which may be needed for making selections for these positions with reference to the structure of the Department approved by the University.</p> <p>(3) Suitable advertisement will be prepared from time to time on the basis of the information by the Registrar and approved with suitable changes, if any, by the Vice-Chancellor.</p>	<p>No Change</p>
<p>2. (1) All vacancies in academic cadres of the University shall be advertised in at least four all India papers, one each from the eastern, northern, western and southern region and at least one regional paper from the constituent area of the University.</p> <p>Provided that if there are some academic positions for which the candidates are likely to be exclusively available in a particular region or regions, advertisement may be limited to the papers in that region or regions only after recording the reasons for doing so in writing and with prior approval of the Vice-Chancellor.</p> <p>(2) The fact that certain vacancies are reserved for SC/ST candidates will be clearly mentioned in the advertisement.</p> <p>(3) The conditions, if any, under which the essential qualifications are relaxable, shall be clearly stated in the</p>	<p>No Change but Add: 2(1) Simultaneously advertisement shall be uploaded in the recruitment portal of the university, with necessary link for access of the stakeholders. Substitute: 2(5) Online mode of submission of applications shall be essential after logging in and generating password. Candidates must have to upload their applications online through the online portal of Recruitment or on the website/portal for uploading applications, proof of degree and testimonials etc as specified in the employment notification. Applicants may update their qualification and other academic achievements etc (for Academic/ Research Score/shortlisting score) by logging in and password till the cut-off date/closing date as specified under the particular advertisement/notification. Applicants will not be allowed to update their applications beyond the cut-off date.</p>

<p>advertisement.</p> <p>(4) The closing date for receipt of applications shall be at least five weeks from the date of appearance of the advertisement in the papers.</p> <p>(5) No application received after the closing date for the receipt of applications will be entertained unless the delay is accounted for the appropriate authorities or such other valid reasons as may be accepted as sufficient by the Vice-Chancellor.</p>	
<p>3. A process of personnel contact may also be initiated by the Vice-Chancellor for obtaining particulars of candidates from appropriate authorities in the concerned fields. The particulars so forwarded by the concerned authorities in response to such request, may also be considered along with other applications in response to the advertisement. No. application fee shall be chargeable in respect of such applications.</p>	<p>Change: A process of personnel contact may also be initiated by the Vice-Chancellor for obtaining particulars of candidates from appropriate authorities in the concerned fields. The particulars so forwarded by the concerned authorities in response to such request, may also be considered along with other applications in response to the advertisement. The candidate concerned may be asked by the department concerned to submit a formal online application along with testimonials for online processing.</p>
<p>4. All applications shall be accompanied by such application fee for posts as may be prescribed by the University from time to time. In case a candidate is not eligible for consideration on account of any disability, other than academic qualification, the application shall not be considered and the application fee will be refunded in full.</p>	<p>Change: All applications shall be accompanied by non-refundable application fee for posts as may be prescribed by the University from time to time. In case a candidate is not eligible for consideration on account of any disability, other than academic qualification, the application shall not be considered or rejected. All applicant need to satisfied himself/herself about his/her eligibility prior to submission of online applications, and the application fee once paid will not be refunded.</p>
<p>5. (1) The application of all candidates for the post of Lecturers, Readers, Professors or equivalent posts will be forwarded by</p>	<p>5(1): Delete, and To be substituted "The Recruitment Cell or Concerned Section of the University will inform to the Head of the</p>







the University office to the Head of the Department concerned. However, if the Head of the Department happens to be a Reader, the applications for the post of Professors or equivalent will be forwarded to Professor in the Department or failing which to the Dean of the School.

(2) The Head of the Department shall constitute a Committee of not less than three members of the staff in the Department not below the rank of a Reader including the Professor for scrutiny of the applications for the posts of Lecturers, Readers and equivalent and for preparing a list of candidates for interview. Similarly, a Committee will be constituted by the Head of the Department or the Dean of the School, as the case may be, for scrutinising the applications for the posts of Professors or equivalent. This Committee will comprise not less than three persons and shall include all Professors in the Department and at least one Professor from another Department in the School or another School.

(3) The procedure for scrutiny of applications will be as follows:

(i) In the first instance, the non-academic particulars of the candidates like age, nationality, date of submission of application, etc. will be scrutinised and those candidates who suffer from any disability will be separately listed.

(ii) The applications of all the remaining candidates will be scrutinised with reference to the essential and desirable qualifications.

(iii) Ordinarily, the number of candidates recommended for interview for one post may not exceed six and for two posts ten, and five per post if the vacancies are more.

Provided that above number may be exceeded by the Committee for reasons

Department concerned, about the processing of the advertisement receipt of total application and the closing date of advertisement/ employment notification. However, if the Head of the Department happens to be Associate Professor, the applications screening matter for the post of Professors or equivalent will be taken up by the Senior Professor in the Department or failing which to the Dean of the School.

5(2): To be substituted "The Head of the Department shall constitute a Committee of not less than three members of the staff in the Department not below the rank of an Associate Professor including the Professors of the Department for scrutiny of the applications for the posts of Assistant Professor, Associate Professor and equivalent for scrutiny and screening of online applications and for preparing a computer/system generated list of candidates for interview. Similarly, a Committee will be constituted by the Head of the Department or the Dean of the School, as the case may be, for scrutiny of the applications for the posts of Professor(s) or equivalent. This Committee will comprise not less than three persons and shall include all Professors in the Department and at least one Professor from another Department in the School or another School. The committees referred above will be known as Application Screening Committee (ASC)

3(VIII) To be substituted "The Head of the Department or the Dean of the School, as the case may be, being the chairperson of the Screening Committee, will finalise the shortlisting and send or submit recommendations to the Vice-Chancellor for final selection of candidates and approval to be called for interview for the posts. The Vice-Chancellor may vary the list suitably at his discretion for reasons to be recorded in writing. The final list will be uploaded in the university website for access of the stakeholders.

Add: (IX)(a) Methodology of Calculation of

to be given in writing.

(iv) A short list of candidates, who appear to be better qualified on the basis of qualifications given in the application, shall be prepared by the Committee in each case.

Provided, such candidates who may have been interviewed for the same or similar post by the University and may not have been found suitable within a year preceding the advertisement of the post in question shall not be called for interview unless the Committee makes a special recommendation for reason to be recorded in writing.

(v) Ordinarily for the posts of Lecturers, Research Associates, Research Fellows or equivalent, a higher weightage will be given for consistently good academic record, the objective being to pick up those who have the best potential for development. Their research work and other experience shall be considered but with a lesser weightage. In case of the posts of Research Associates and equivalent, the academic record and their achievements in research, teaching and other fields will be given equal weightage. In case of higher posts of Professors, the achievements in the fields of their study and work will be given a high priority.

(vi) The qualifications advertised in the notice shall not be relaxed unless the fact that qualifications are relaxable under special circumstances has been mentioned in the advertisement; and

(vii) The basic academic qualifications will not be relaxable. In case of a candidate who does not satisfy anyone of the other essential qualifications like experience and yet is recommended for being called for interview, the fact shall be specifically stated and reasons for relaxing the qualifications will be given in writing.

Academic/ Research Score for the post of Professor and Associate Professor and Short-listing Score for the Assistant Professor as defined under UGC Regulations, 2018 and prescribed on the Appendix-II, Table-2 and Table-3A

(b) Add: (X) Modalities /Criterion/Procedure for shortlisting of Candidates for interviews will be notified at the time of advertisement to facilitate different stakeholders.







<p>(viii) The Head of the Department or the Dean of the School, as the case may be, will forward the applications with his recommendations to the Vice-Chancellor for final selection of candidates to be called for interview for the posts. The Vice-Chancellor may vary the list suitably at his discretion for reasons to be recorded in writing.</p>	
<p>6. If the number of candidates eligible for being called for being called for interview is less than three in all, the post shall be re-advertised with the stipulation that candidate who may have applied earlier need not apply again. In such cases, the Vice-Chancellor shall also initiate personal contact as provided in clause 3 above. In case the number of eligible candidates is still less than three, the interviews shall be held in accordance with provisions of the Ordinance.</p>	<p>No Change</p>
<p>7. The candidates will be informed telegraphically as well as through ordinary post under certificate of posting of the venue and date of the interview at least two weeks ahead of the due date of their interview.</p>	<p>7: To be substituted "All candidates will be informed suitably by all electronic means about the venue and date of the interview at least two weeks ahead of the due date of their interview."</p>
<p>8. In case of reserved posts, the same procedure may be followed. If no suitable candidate is found, the post may be de-reserved and the reservation may be carried forward to another vacancy according to the provisions of the Ordinances.</p>	<p>8: As there is a complete ban on dereservation by Government of India as such action if any necessitate will be according to Government of India instructions and guidelines in this regard.</p>





