



**OFFICE OF THE REGISTRAR: ASSAM AGRICULTURAL UNIVERSITY  
JORHAT – 785 013.**

**Proceedings of the 247<sup>th</sup> meeting of the Academic Council held on 29.11.2023**

**Agenda Item No. 1.**

**Registrar's Welcome Address.**

Shri T. K. Gohain, ACS, Registrar, AAU, ACS initiated the meeting with a word of welcome to all esteemed members of the Council. He then invited the Hon'ble Vice Chancellor to offer his introductory remarks.

**Vice Chancellor's Introductory Remarks.**

Dr. Bidyut C. Deka, the Vice-chancellor & Chairman of the Council, formally welcomed the learned members and underlined the importance of having elaborate discussion on the agenda to follow. Actions have already been taken against all previous decisions and Hon'ble Board's concurrence has also been received on specified items. He then presented a brief account of the activities and events that took place during last three months. He made a mention of the year-long celebration of the Golden Jubilee of Community Science College which was concluded on August 8, 2023 with a ceremony held in the MC Das Memorial Auditorium in the campus. Mrs. Riniki Bhuyan Sarma, managing director of Pride East Entertainments Pvt. Ltd, Guwahati and the Chief Guest of the event, inaugurated an exhibition organised by the college faculty within the university campus.

The Hon'ble Chief Minister of Assam, Shri Himanta Biswa Sarma attended the closing ceremonies of the Platinum Jubilee Celebration of the College of Agriculture on August 16, 2023 and College of Veterinary Science, Khanapara, on August 17, 2023, as the Chief Guest.

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The Hon'ble Chief Minister lauded both the College of Agriculture and College of Veterinary Science for producing some of the finest alumni who have made a name for themselves through their professional expertise in the field of agriculture, veterinary and allied sectors. He also inaugurated the newly-built International Guest House of Assam Agricultural University located at Khanapara on the same day.

The 10th Indian Horticulture Congress-2023 was also organized at College of Veterinary Science Campus, Assam Agricultural University, Jorhat, Assam, from November 6-9, 2023. Special emphasis was given to the potential of the North-East India as a hub for horticultural production and export. The closing ceremony of Centenary Celebrations of the AAU-Assam Rice Research Institute, Titabor, was also organized successfully on November 26, 2023.

In his welcome address the Chairman let the members know about the day-long Agri-Education Fair, 2023 (AEF-2023) organized by NAHEP at Jorhat Campus on September 14, 2023 with participation of a good number of students, faculties and other participants from different Universities and Colleges. The Students Engagement Conclave, organized to promote and encourage Agri-entrepreneurship among the students of various Agricultural Universities of the Country, had come to a successful completion on 16th September, 2023.

Inaugural ceremony of International Conference on Next-Gen Preparedness for food Security and Environmental Sustainability was held on November 22, 2023.

The Chairman stressed on the registration of AAU students in AMS portal which facilitates in automation of various academic processes of the university and enhances the efficiency of the overall system by saving time and efforts involved in manual processes. He urged the Head of the Departments to ensure that all the students of the University register their courses through the said portal.

The Chairman also expressed his satisfaction over the –(i) mega demonstration of Toria in 6900 bighas of land, (ii) enhancement of superannuation age of Statutory Officers of the University to 65 as per the decision of the Govt. of Assam and (iii) signing of MoUs between (a) AAU and Dhanuka Agritech Limited and (b) College of Veterinary Science, Khanapara and Tamil Nadu University to work towards Research and Extension. He further expressed his

gratitude to the SBI Jorhat Branch for handing over a vehicle to be used in AAU's *Amar Gaon Amar Gourav* project. He further mentioned that a Press Conference was organized at Jorhat Campus to ventilate all the activities going on across the University.

With this, he asked Dr. R. K. Sarma, Joint Registrar (Academic) to take up the regular agenda. Accordingly, the following agenda were taken up for consideration of the Academic Council.

**Agenda Item No. 2.**

**Confirmation of the proceedings of the 246<sup>th</sup> meeting of the Academic Council held on July 18, 2023.**

Since no comment had been received during the interim period, the proceedings of the 246<sup>th</sup> meeting of the Academic Council held on July 18, 2023 were confirmed by the house.

**Agenda Item No. 3.**

**Report on action taken on the decisions of the 246<sup>th</sup> meeting of the Academic Council held on July 18, 2023.**

The Council took note of the Action Taken Report (ATR) on different agenda and accorded its approval.

**Agenda Item No. 4.**

**Consideration of the report of the Committee constituted to recommend suitable person(s) for inviting as the Chief Guest and for conferment of honorary degree of DSc (*Honoris Causa*).**

The Council approved for organizing the 23<sup>rd</sup> Convocation of AAU on 17<sup>th</sup> February, 2024. Further, as endorsed by the committee constituted by the Council earlier, DSc (*Honoris Causa*) degree would be conferred upon Dr. Ramesh Chand, Member (Agriculture), NITI Aayog. Shri Gulab Chand Kataria, the Honorable Governor of Assam and the Chancellor of Assam Agricultural University would preside over the Convocation and give away the Degrees/Medals/Prizes to the eligible students. Dr. Himangshu Pathak, Secretary to the DARE, GoI & DG, ICAR, would be the Chief Guest. The students who complete their degree on and before January 31, 2024, are eligible to apply for Degree/Convocation Certificate.

### **Agenda Item No. 5.**

#### **Credit Linking of AAU-ODL Courses.**

The Council accepted the proposal of Credit Linking of AAU-ODL courses (*Annexure (I)*) and decided to constitute a Committee with the following members to frame the modalities regarding registration, certification and other related issues for placing in the next meeting of the Council:

- a) Dr. Ramani Kanta Thakuria, Director, ODL-AAU, Khanapara.
- b) The Joint Registrar (Academic), AAU, Jorhat/ Khanapara.
- c) Dr. Probodh Borah, Prof. & Head (Animal Biotechnology), CVSc, AAU, Khanapara
- d) Dr. Binita Baishya Kalita, Prof. & (i/c) HoD (TAD), CCSc, AAU, Jorhat.
- e) Dr. Pradip Ch. Bhuyan, Prof. & HoD (FEES), CF, AAU, Raha.
- f) Dr. Ananta Saikia, Prof. & In-charge, AKMIT Cell, AAU, Jorhat
- g) Dr. Tulika Borah, I/c, Acad. Cell, CCSc., AAU, Jorhat.
- h) Dr. Bipul Kakati, I/c Acad. Cell, CF, AAU, Raha.

### **Agenda Item No. 6.**

#### **Examination scheduled for the U.G. 1<sup>st</sup> year students of FA & FCSc.**

The Council decided that-

- 1) The 1<sup>st</sup> year UG students admitted after the 3<sup>rd</sup> Counseling will be allowed to join the regular classes this academic year and their semester will be extended upto March 15, 2024.
- 2) The Mop-up round of UG Counseling will be held on December 28, 2023.
- 3) The End-term examination of 1<sup>st</sup> year 2<sup>nd</sup> semester MBA students will be preponed. The MBA courses should be designed considering the Summer Training of 2 months duration.
- 4) The End Term Examination, 2023-24, of the UG students under the Faculty of Agriculture and Community Science, will be re-scheduled due to pre-occupied programme of Special National Integration Camp to be held from February 01, 2024 to February 12, 2024 as follows:
  - (a) End term practical examination : January 04, 2024 onwards
  - (b) End term theory examination : January 12, 2024 to January 30, 2024
  - (c) RAWEP: January 05, 2024.

**Agenda Item No. 7.**

**Relaxation in residential requirements and adoption of multiple entry/exit.**

The Council decided to wait for the recommendations of the 6<sup>th</sup> Deans' Committee.

**Agenda Item No. 8.**

**Consideration of a proposal for institution of OASIS Brilliance Awards.**

The Council accepted the proposal for institution of two annual cash prizes, one for the Best Graduate (B.V.Sc. & A.H.) of Faculty of Veterinary Science, AAU and the other for the Best Graduate of College of Veterinary Science, AAU, Khanapara, to be awarded in the Convocation of AAU every year with the following terms and conditions.

- a. AAU will institute two awards in the name and style of "OASIS Brilliance Awards".
- b. OASIS will make a one-time payment of Rs. **5, 00,000.00** (Rupees Five Lakhs) for each of the two proposed awards to AAU, which will be invested as fixed/term deposits in a nationalized bank by AAU.
- c. The recipients of each of the proposed awards will be given a Cash Prize of **Rs. 25,000.00** or the amount accrued from the fixed deposits annually, whichever is less, in the Convocation of AAU.
- d. If the Best Graduate of College of Veterinary Science, Khanapara, happens also to be the Best Graduate of the Faculty of Veterinary Science, AAU, in a batch, then he/she will receive both the awards for that year.

**Agenda Item No. 9.**

**Institutional Development Plan AAU.**

Dr. Bina Buragohain Gogoi, Coordinator, AAU Internal Quality Assurance Cell, made a PowerPoint presentation on the AAU- Institutional Development Plan. The Council after detailed deliberation decided to circulate the report with suggested modifications among the Hon'ble members of the Academic Council. The members shall have to put forward their valuable comment, if any, within a week. The Council further decided to constitute a Committee with the following members to examine all comments received from the esteemed

members of the Council and related issues and come up with a fresh set of recommendations for placing in the next meeting of the Council:

- a) Dr. Kutubuddin Ahmed, Professor ( ARGO), CVSc., AAU, Khanapara.
- b) Dr. Palash Deb Nath, Prof. & Head (PP), CA, AAU, Jorhat.
- c) Dr. Sarada Kanta Bhagawati Assistant Prof. & HoD (i/c) (AEM), CF, AAU, Raha.
- d) Dr. Nandita Bhattacharyya, Professor (FRM), CCSc., AAU, Jorhat.
- e) Dr. Tulshi Prasad Saikia, Chief Scientist, AAU-Sugarcane, Medicinal and Aromatic Plants Research Station, Buralikson.
- f) Dr. Hemanga Kumar Kalita, Prof. & (i/c) Head (EE), SCSCA, AAU, Dhubri.

#### **Agenda Item No. 10.**

##### **Functioning of P.G. Programmes in B. N. College of Agriculture.**

The Council after a prolonged deliberation decided to go by the existing PG regulations and constitute a committee comprising of the following members for working out the modalities to streamline the functioning of the P.G. Programmes in BNCA, for placing in the next meeting of the Council:

- (a) The Director of Post Graduate Studies, AAU, Jorhat.
- (b) All Assoc. Deans, AAU.
- (c) The Joint Registrar (Academic), AAU, Jorhat/Khanapara.

#### **Agenda Item No. 11.**

##### **Consideration of the report for upgrading the *College of Horticulture and Farming System Research* into a *Faculty*.**

The Council decided to refer the report on upgradation of the *College of Horticulture and Farming System Research* into a *Faculty* to the Board of Studies, Faculty of Agriculture, AAU, with an intent to critically examine the same and recommend accordingly, for placing it before the Council.

**Agenda Item No. 12.**

**Format of the application for the Awards as per the ranking system in AAU among the Faculties, Research Stations and KVKs.**

The Council decided to refer the format of the application *for the Awards for the best Faculties, Research Station, KVKs and department in each faculty*, to the Board of Studies of all the Faculties for elaborate discussion and fine tuning before it is tabled in the Academic Council.

**Agenda Item No. 13.**

**Consideration of the report of the Committee constituted to revisit the existing Service Rules in the light of UGC/ICAR regulations/amendments.**

Dr. Probohd Borah, Prof. & Head (Animal Biotechnology), CVSc, AAU, Khanapara, made a PowerPoint presentation on the revised Service Rules (*Annexure: AC (II)*) in the light of UGC/ICAR regulations/amendments. The Council after detailed deliberation approved the revised Service Rules with suggested modifications and decided to endorse it to the Board of Management for consideration.

**Agenda Item No. 14.**

**Amendment of AAU leave rule.**

The Council decided to constitute a Committee with the following members to examine all issues related to the necessity of amendment of AAU leave rule and come up with a fresh set of recommendations for placing in the next meeting of the Council:

- (a) The Registrar, AAU - *Chairman*
- (b) The Joint Registrar(Academic), Khanapara
- (c) The Deputy Registrar (Personnel), O/o the Registrar, AAU, Jorhat.

**Agenda Item No. 15.**

**Courses for SMS/Farm Manager/ Graduates of any branch of Agriculture Sciences.**

The Council accepted the proposal received from ATARI, Zone –VII to offer 14 (fourteen) different courses as sponsored programme (**Annexure: AC (III)**) for SMS / Farm Managers/ Graduates of any branch of Agriculture Sciences under ODL mode.

The Council also accorded the approval for introducing two short-term training courses namely- (i) Rapeseed and Mustard production technology with details value chain dynamics (**RMPCD**) and (ii) Mushroom Spawn Production Technology (**MSPT**) through ODL platform.

The house also agreed to include the Certificate Course on Climate Resilient Agriculture with (3+1) credits offered by the Dept. of Agricultural Biotechnology, AAU in ODL platform.

**Agenda Item No. 16.**

**Consideration of the report of the Committee constituted to frame the modalities for assistance to the economically and socially challenged students (ESCS).**

The Council approved the modalities for assistance to the economically and socially challenged students (ESCS) of the University (Enclosed: **Annexure (IV)**). The assistance will be provided to 10 (ten) number of UG students belong to EWS across the faculties. The tuition fees from such students shall be reimbursed. The student must be admitted strictly on merit, but not under the EWS category.

**Agenda Item No. 17.**

**Incorporation of Indian Knowledge System (IKS) into the curriculum.**

The Council approved for incorporating Indian Knowledge into the curriculum in principle. The University will launch a lecture series of 10 episodes prepared by experts in online mode for spreading the rich heritage of our country, traditional knowledge and practices that the various communities of India—including the tribal communities—have evolved, refined and preserved over generations.

**Agenda Item No. 18.**

**Any Other Items with due permission from the Chair.**



**(a) Introduction of a Certificate Course on “Laboratory Techniques for Soil, Water and Organic Input Testing and Analysis”.**

The Council accorded the approval for introducing of a Certificate Course on “*Laboratory Techniques for Soil, Water and Organic Input Testing and Analysis*”, with suggested modifications.

**(b) Facilitation centre for conducting Certificate Course (SCSCA).**

The Council accepted the proposal for starting a facilitation center and conducting a certificate course on Computer Concepts in collaboration with National Institute of Electronics and Information Technology (NIELIT), MoE & IT, GoI, at the SCS College of Agriculture, AAU, Dhubri, with the existing facilities.

**(c) Quorum for the Academic Council.**

The Council decided that Quoram will be 1/3 of the total number of members as per the University Act and bestowed the responsibility of preparing a report on the regulation of the Academic Council upon Dr. Ramen Kumar Sarma, Joint Registrar (Academic), AAU, Jorhat, for placing in the next meeting of the Council.

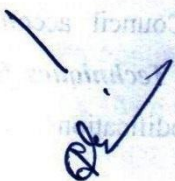
**(d) Consideration of a proposal for institution of an award in the memory of Late Bhabendra Nath Dutta, former Comptroller, AAU.**

The Council accepted the proposal received from Mrs. Binita Dutta, wife of late Bhabendra Nath Dutta, former Comptroller, AAU, for institution of an award in the loving memory of her husband by donating Rs. 5 Lakh with the following terms and conditions:

- I. The Award will be conferred to the Best Post-graduate in the discipline of Agricultural Economics and Farm Management under the College of Agriculture, AAU, Jorhat.
- II. The recipients of the proposed award will be given a Cash Prize of Rs. **25,000.00** or the amount accrued from the fixed deposit annually, whichever is less, from the next year onwards.

The meeting came to an end with thanks to the chair

Sd/- Bidyut C Deka  
Vice-Chancellor  
&  
Chairman



(T. K. Gohain)  
Registrar  
&  
Member Secretary

List of courses with credit assignment:

S. No.	Title of Short-Term Course	Diploma /Certificate	Duration	Credits
<b>Faculty of Agriculture</b>				
1.	Bio-pesticide Production Technology	Diploma	1 Year	3+1=4
2.	Precision farming	Diploma	1 Year	3+1=4
3.	Organic agriculture	Diploma	1 Year	3+1=4
4.	Nursery Management	Certificate course	6 months	2+1=3
5.	Packaging Technology of Fruits & Vegetables	Certificate Course	6 months	2+1=3
6.	Tea Plantation Management	Certificate Course	6 months	2+1=3
7.	Farm Machinery and its Maintenance	Certificate Course	1 year	3+1=4
8.	Agri Supply Chain Management	Certificate Course	6 months	2+1=3
9.	Biofertilizer Production for Entrepreneurship Development	Certificate Course	6 months	2+1=3
10.	Tractor Operator (Repairing & Maintenance)	Short-Term training Course	1 month	1+1=2
11.	Basics of Agricultural Chemicals	Short-Term training Course	1 month	1+1=2
12.	Waste Recycling and Vermicompost Production Technology	Short-Term training Course	1 month	1+1=2
13.	Honey Production Technology	Short-Term training Course	45 Days	1+1=2
14.	Mushroom Production Technology	Short-Term training Course	1 month	1+1=2
15.	Production Technology of High-Value Horticultural Crops	Short-Term training Course	1 month	1+1=2
16.	Roof Top Gardening	Short-Term training Course	45 Days	1+1=2
<b>Faculty of Community Science</b>				
1.	Nutrition and Dietetics	Diploma	1 Year	3+1=4
2.	Apparel Designing	Diploma	1 Year	3+1=4
3.	Interior Space Designing	Diploma	1 Year	3+1=4

4.	Infant and Child Nutrition	Certificate course	3 months	1+1=2
5.	Bakery & Confectionery Products	Certificate course	6 months	2+1=3
6.	Hand printing of Textile	Certificate course	6 months	2+1=3
7.	Garment Designing and Construction	Certificate course	6 months	2+1=3
8.	Management of Early Childhood Care and Nursery School Education	Certificate course	1 year	3+1=4
9.	Flower Arrangement for Various Occasions	Short-term training course	1 month	1+1=2
10.	Life skill education	Short-term training course	1 month	1+1=2

#### **Faculty of Veterinary Science**

1.	Reproductive Biotechnology	Diploma	1 year	3+1=4
2.	Small Animal Clinical Practice	Diploma	1 year	3+1=4
3.	Bovine Infertility and its Management	Diploma	1 year	3+1=4
4.	Dairy Farm Supervisor	Certificate course	6 months	2+1=3
5.	Goat Farming	Certificate course	3 months	1+1=2
6.	Pig Farming	Certificate course	3 months	1+1=2
7.	Laboratory Assistant	Certificate course	6 months	2+1=3
8.	Basics Bioinformatics	Certificate course	6 months	2+1=3
9.	Goat Farming	Short-term training course	1 month	1+1=2
10.	Dairy Farming	Short-term training course	1 month	1+1=2
11.	Piggery Farming	Short-term training course	1 month	1+1=2
12.	Broiler Farming	Short-term training course	1 month	1+1=2
13.	Commercial Layer Farming	Short-term training course	1 month	1+1=2

#### **Faculty of Fisheries Science**

1.	Fish Breeding and Hatchery Management	Diploma	1 year	3+1=4
2.	Fish Processing	Diploma	1 year	3+1=4

3.	Aquatic Animal Health Management	Diploma	1 year	3+1=4
4.	Wetland Fisheries Management	Diploma	1 year	3+1=4
5.	Aquaculture Technician	Certificate course	3 months	1+1=2
6.	Fish Nutrition and Management	Certificate course	3 months	1+1=2
7.	Aquatic Animal Health Management	Certificate course	6 months	2+1=3
8.	Integrated Fish Farming System	Certificate course	3 months	1+1=2
9.	Domestication and Captive Breeding of Indigenous Fishes	Certificate course	3 months	1+1=2
10.	Catfish Breeding and Culture	Short-term training course	1 month	1+1=2
11.	Ornamental Fish Culture and Management	Short-term training course	1 month	1+1=2
12.	Fundamentals of Biotechnology & Bioinformatics	Short-term training course	1 month	1+1=2
13.	Fishery Extension Worker	Short-term training course	1 month	1+1=2
14.	Scientific Fish Farming for Self-Employment	Short-term training course	1 month	1+1=2
15.	Aquatic Animal Health Management	Short-term training course	1 month	1+1=2
16.	Collection and Identification of Plankton	Short-term training course	1 month	1+1=2



**GROUP 'A'**

**REGULATIONS RELATING TO RECRUITMENTS AND CONDITIONS OF SERVICE OF 'TEACHERS' APPOINTED TO THE TEACHING, RESEARCH AND EXTENSION SERVICES OF THE ASSAM AGRICULTURAL UNIVERSITY FRAMED UNDER SUBSECTION 6(P) OF SECTION 43 OF THE ASSAM AGRICULTURAL UNIVERSITY ACT, 1968**

JORHAT: 785013  
ASSAM

## GROUP 'A'

### **REGULATIONS RELATING TO RECRUITMENTS AND CONDITIONS OF SERVICE OF 'TEACHERS' APPOINTED TO THE TEACHING, RESEARCH AND EXTENSION SERVICES OF THE ASSAM AGRICULTURAL UNIVERSITY FRAMED UNDER SUBSECTION 6(P) OF SECTION 43 OF THE ASSAM AGRICULTURAL UNIVERSITY ACT, 1968.**

#### **1. Title:**

These Regulations shall be called the Assam Agricultural University Teachers' Service regulations 1990 (amended upto 2023).

#### **2. Commencement:**

- (a) These Regulations shall come into force as the University by notification in the official Gazette appoints.
- (b) These regulations shall be applicable to all the 'teachers' of the University including those transferred from the Govt. of Assam and permanently absorbed in the service of the Assam Agricultural University under sub-section 7(b) of section 47 of the Assam Agricultural University Act, 1968.

#### **3. Definitions:**

In these Rules, unless there is anything repugnant in the subject or context:

- (a) 'Act' means the Assam Agricultural University Act, 1968.
- (b) 'University' means the Assam Agricultural University established under the Act.
- (c) "Authority" means any authority vide section 9 of the Act
- (d) "Vice-Chancellor" means the Vice-Chancellor of the University
- (e) "Registrar" means the Registrar of the University
- (f) 'Board' means the Board of Management of the University.
- (g) 'In-service teacher' means a teacher already in the service of the University.
- (h) 'Teacher' means a person appointed or recognized by the University for the purpose of imparting instructions and / or conducting and guiding research and/ or extension programmes and may include any other person who may be declared by the Statutes to be a teacher.
- (i) 'Transferred employee' means an employee transferred from the Govt. of Assam and permanently absorbed in the service of the University under section 47 of the Assam Agricultural University Act, 1968.
- (j) 'Appointing Authority' means the Vice Chancellor of the University.
- (k) 'Selection Committee' means the Committee constituted under clause 9 of these Regulations.
- (l) 'Member' means a teacher appointed for teaching, research and extension services of the University.
- (m) 'Government' means the State Government of Assam.
- (n) 'Year' means a calendar year.
- (o) 'Service' means teaching, research and extension service of the University.
- (p) 'Faculty' means the teaching, research and extension staff of a college or division of the University including all members of the staff in the rank of Assistant Professor and above.
- (q) "UGC" means the University Grants Commission

#### **4. Classification of teachers:**

(a) There shall be following cadres of teachers in the University

- i) Professor and equivalent rank (Stage 6)
- ii) Professor and equivalent rank (Stage 5)
- iii) Associate Professor and equivalent rank (Stage 4)
- iv) Assistant Professor and equivalent rank (Stage 3)
- v) Assistant Professor and equivalent rank (Stage 2)
- vi) Assistant Professor and equivalent rank (Stage 1)

(b) Each of the classifications in sub-clause 4(a) shall form an independent cadre. Members of any cadre shall have no claim for appointment to a higher cadre except otherwise provided in these Regulations.

(c) Any post subsequently created by the University shall be included in the corresponding cadre.

(d) The classification of teachers shall be subjected to modifications in future in accordance with the recommendation(s) of University Grants Commission (UGC) and/or Indian Council of Agricultural Research (ICAR).

#### **5. Strength of cadre:**

The strength of each cadre of the service shall be such as may be determined by the Vice Chancellor from time to time, provided that any post may be kept in abeyance as and when considered necessary.

#### **6. Manner of recruitment:**

Recruitment to the various cadres of posts shall be made in the following manner:

- a) By direct recruitment in accordance with the provisions of clause 7 in the cadres of Professor (Stage 5), Associate Professor (Stage 4) and Assistant Professor (Stage 1) and post of equivalent ranks.
- b) By promotion through Career Advancement Schemes (CAS), the teachers holding posts in the cadre of Assistant Professor (Stage 1, 2 and 3), Associate Professor (Stage 4) and Professor (Stage 5) and any other posts of equivalent ranks to the next higher cadre as the case may be in accordance with the Regulations framed for the purpose.

Provided that the Appointing Authority may for good and sufficient reasons fill up any of the posts in these cadres temporarily with persons from outside the University possessing at least the minimum requisite prescribed qualifications and experiences against such posts.

#### **7. Direct recruitment:**

Direct recruitment shall be made by the Vice-Chancellor on the basis of the selection made by the Selection Committee as approved by the Board in the manner provided herein below subject to the condition that the appointment of Assistant Professor (Stage 1) & equivalent, Associate Professor (Stage 4) & equivalent and Professor (Stage 5) & equivalent shall be



made by the Vice-Chancellor on the recommendations of the Selection Committee constituted in accordance with the provisions of Clause 9.

- a) The Vice-Chancellor shall invite applications through advertisements in at least two widely circulated daily News Papers published from Assam and one National Daily (in case the posts are in the rank of Associate Professor and above) in addition to posting the advertisement in the University Website, giving at least a month's time (from the date of publication of the advertisement in the Newspapers) for submissions of applications in prescribed form for filling up the vacant positions with such qualifications as have been prescribed by the Academic

Council. The Vice-Chancellor may, in case a vacant position is required to be filled up urgently reduce the period between the date of publication of the advertisement in the News Papers and the last date fixed for receipt for applications from the intending candidates, to not less than 15 (fifteen) days.

- b) The applications received in prescribed forms in response to an advertisement shall be scrutinized by a committee comprising of at least 3(three) members to be constituted by the Vice-Chancellor depending upon the nature of the posts. The Scrutiny committee shall recommend to the Vice-Chancellor the names of the eligible candidates to be called for the interview. The Vice-Chancellor, while considering the recommendations of the Scrutiny Committee, shall have the powers to include the name of any candidate who may not have been recommended by the Scrutiny Committee provided that the candidate fulfills the requisite qualifications and experience prescribed for the post. The Vice-Chancellor shall also have the power to drop any name from the list of candidates recommended by the Scrutiny Committee for sufficient reasons to be recorded in writing.
- c) i. The candidates recommended by the Scrutiny Committee and as approved by the Vice-Chancellor shall be asked to appear before a Selection Committee to be constituted by the Vice-Chancellor under clause 9. The intimation to the candidate to appear before the Selection shall be sent under certificate of posting at least 15 (fifteen) days ahead of the date of interview.
- ii. The candidature of a candidate in absentia may be considered by the Selection Committee if the candidate is residing in foreign country or if the candidate(s) is an employee of the Assam Agricultural University and is away from the country for higher studies/ medical treatment with prior permission from the University or is on official tour abroad, at the time of interview.
- iii. The Selection Committee shall recommend the panel of names in order of merit against each category of post in a discipline and submit the same in sealed cover(s) for consideration on the Board.
- iv. The qualification requirements direct recruitment of Assistant Professor (Stage 1), Associate professor (Stage 4) and Professor (Stage 5) and equivalent ranks shall be as follows-

**A. Direct Recruitment to Assistant Professor (Stage 1) & Equivalent**

**Assistant professor (Stage-I) & Equivalent of various disciplines of Agriculture/Veterinary Science/Home Science or Community Science/Fisheries Science/Agricultural Engineering/Horticulture/Sericulture/other allied sciences: (Pay**

**scale as per recommendation of the UGC accepted by the Government of India and Government of Assam and as revised from time to time):**

**Essential qualification:**

- Passed Bachelor's Degree in Agriculture/Veterinary Science/ Home Science or Community Science/ Fisheries Science/ Agricultural Engineering/Horticulture/Sericulture/other allied sciences, as relevant to the requirement of the post.
- Secured minimum 55% marks of Minimum Cumulative Grade Point Average (MCGPA) of 3.00 in 4 point scale or 7.00 in 10 point scale at the Master's degree level in disciplines of Agriculture / Veterinary Science / Home Science or Community Science/Fisheries Science/Agricultural Engineering /Horticulture/Sericulture/other allied sciences, as relevant to the requirement of the post [discipline (s) to be specified in the advertisement], from an Indian University or a foreign university.

Note: For university adopting scales other than 4 point or 10 point, the minimum CGPA (MCGPA) requirement shall be worked out by the formula-

$MCGPA = 3 + 0.667 (\text{Scale point} - 4)$ . [Where, MCGPA = Minimum Cumulative Grade Point Average, Scale Point = Highest value of the scale]

(Thus, for 4, 5, 6, 7, 8, 9 and 10 point scales the MCGPAs are 3.00, 3.67, 4.33, 5.00, 5.67, 6.34 and 7.00, respectively when approximated at two places after decimal)

- Qualified National Eligibility Test (NET). NET is not required for disciplines in which NET is not conducted. Net is waived for candidates with Ph.D. degree, provided such degree is obtained under course credit system in accordance with the University Grants Commission (Minimum Standards and Procedures for Award of Ph.D. Degree. 2009 Regulation) and the candidate has at least two full length publications having NAAS rating not less than 5, on the last date of submission of application. NET requirement is not mandatory for the discipline Agricultural Engineering.
- Age of the candidate should not be more than 38 years on the last date of submission of application.

**B. Direct Recruitment to Associate Professor (Stage 4) & Equivalent**

- **Associate Professor (Stage-4) & Equivalent of various disciplines of Agriculture/ Veterinary Science/ Home Science or Community Science/ Fisheries Science/ Agricultural Engineering/ Horticulture/Sericulture/other allied sciences: (Pay scale as per recommendation of the UGC accepted by the Government of India and Government of Assam and as revised from time to time):**

**Essential qualifications:**

- Passed Bachelor's Degree in Agriculture/Veterinary Science/Home Science or Community Science/Fisheries Science/Agricultural Engineering/Horticulture/Sericulture/other allied sciences, as relevant to the requirement of the post.

- Secured minimum 55% marks or Minimum Cumulative Grade Point Average (MCGPA) of 3.00 in 4 point scale or 7.00 in 10 point scale at the Master's degree level in disciplines of Agriculture/Veterinary Science/Home Science or Community Science/Fisheries Science/Agricultural Engineering/Horticulture/Sericulture/other allied sciences, as relevant to the requirement of the post [discipline(s) to be specified in the advertisement], from an Indian university or a foreign university.

**Note:** For universities adopting scales other than 4 point, the minimum CGPA (MCGPA) requirement shall be worked out by the formula-

$MCGPA = 3 + 0.667 (\text{Scale Point} - 4)$ . [Where, MCGPA= Minimum Cumulative Grade Point Average, Scale Point= Highest value of the scale]

(Thus for 4, 5, 6, 7, 8, 9 and 10 Point scales the MCGPAs are 3.00, 3.67, 4.33, 5.00, 5.67, 6.34 and 7.00, respectively when approximated at two places after decimal)

- A Ph.D. Degree in any field (unless specified) of the concerned discipline.
- A minimum of 8(eight) years of service experience (including the period spent on study leave for acquiring Ph.D. degree subject to a maximum of 3 years) in teaching/ research/ extension as Assistant Professor of Equivalent in a University or research/ extension institution.
- The candidate must have published at least 5 (five) publications (Research/Review papers published in journals with NAAS rating of at least 5.0, or SCOPUS/Web of Science-indexed journals, or those in the UGC Care list., book, chapter of book, monograph) in the entire period as Assistant Professor or Equivalent.
- A minimum score (48 out of 80) as stipulated in the 'Academic Performance Indicator' (API) based 'performance Based Appraisal System' (PBAS), prescribed for Direct Recruitment in AAU, to be called for interview.

### **C. Direct Recruitment to Professor (Stage 5) & Equivalent**

- **Professor (Stage- 5) & Equivalent of various disciplines of Agriculture/ Veterinary Science/ Home Science or Community Science/ Fisheries Science/ Agricultural Engineering/Horticulture/ Sericulture/other allied sciences: (Pay scale as per recommendation of the UGC accepted by the Government of India and Government of Assam, and as revised from time to time):**

#### **Essential qualifications:**

- Passed Bachelor's Degree in Agriculture/ Veterinary Science/ Home Science or Community Science/ Fisheries Science/ Agricultural Engineering/Horticulture/Sericulture/other allied sciences, as relevant to the requirement of the post. For the post of Professor & Equivalent in Sericulture, the essential requirement is Bachelor's degree in either Sericulture or Agriculture.
- Secured minimum 55% marks or Minimum Cumulative Grade point Average (MCGPA) of 3.00 in 4 point scale or 7.00 in 10 point scale at the Master's degree level in disciplines of Agriculture/ Veterinary Science/ Home Science or Community Science/Fisheries Science/ Agricultural Engineering/Horticulture/Sericulture/other allied sciences, as relevant to the

requirement of the post [discipline(s) to be specified in the advertisement], from an Indian University or a foreign University.

**Note:** For Universities adopting scales other than 4 point or 10 point, the minimum CGPA (MCGPA) requirement shall be worked out by the formula-

$MCGPA = 3 + 0.667 \text{ (Scale Point -4)}$ . [Where, MCGPA= Minimum Cumulative Grade Point Average, Scale Point= Highest value of the scale]

(Thus for 4, 5, 6, 7, 8, 9 and 10 Point scales the MCGPAs are 3.00, 3.67, 4.33, 5.00, 5.67, 6.34 and 7.00, respectively when approximated at two places after decimal)

- A Ph.D. Degree in any field (unless specified) of the concerned discipline.
- A minimum of 10(ten) years of service experience (excluding the period spent in obtaining Ph.D. Degree) in teaching/ research/ extension out of which a minimum 5(five) years as Associate Professor or Equivalent in a University or research/ extension institution.
- The candidate must have published at least 10 (ten) publications (Research/Review papers published in journals with NAAS rating of at least 5.0, or SCOPUS/Web of Science-indexed journals, or those in the UGC Care list., book, chapter of book, monograph).
- A minimum score (52 out of 80) as stipulated in the 'Academic Performance Indicator' (API) based 'performance Based Appraisal System' (PBAS), prescribed for Direct Recruitment in AAU, to be called for interview.

## 8. Career Advancement:

### Career Advancement Scheme (CAS):

Under this scheme, a teacher may offer herself/ himself for assessment for promotion to the next higher post/rank based on **(1) Eligibility Criteria and (2) Performance Criteria** through a **Performance Based Appraisal System (PBAS) proforma** supported by all credentials, as per **Academic Performance Indicator (API) Score Card guidelines** as prescribed by the competent authority from time to time.

### A. General guideline:

1. A teacher/scientist of the University who wishes to be considered for promotion under CAS, to the next higher stage shall apply in the prescribed application forms only, wherein he/she shall have to assign self-scores in a **\*PBAS (Performance Based Appraisal System) Proforma** following the guidelines for self-scoring based on **\*\*API (Appraisal Performance Indicators)**. Filled in application forms are to be submitted in quadruplicate for promotion to Associate Professor & equivalent (Stage 4) and Professor & equivalent (Stage 5 and Stage 6), and in triplicate for promotion to Assistant Professor & equivalent (Stage 2 and Stage 3).

(\* **Performance Based Appraisal System (PBAS) proforma** is a part of the application form for CAS promotion, in which the candidate needs to allot scores for his/her own academic attainments on the API Score Card pertinent to the post to which promotion is sought.)

(\*\* Academic Performance Indicators (API) are the measurable indicators that are used to judge the academic accomplishments of a candidate. API score cards are sheets on which the APIs are listed under different sections and sub-sections. Each API is assigned a score per unit. The scores assigned to sections and sub-sections are the maximum limits upto which self-scoring can be done by the candidate against the APIs under the respective sections and sub-sections. Separate API Score Cards are to be used for CAS promotion to Assistant Professor (Stage 2), Assistant Professor (Stage 3), Associate Professor (Stage 4), Professor (Stage 5) and Professor (Stage 6) as prescribed by the competent authority.

2. Candidates shall offer themselves for assessment for promotion, if they fulfill the minimum API scores specified by the University.
3. Application forms should be accompanied by all supporting documents/evidences as may be necessary, in spiral bound form with a cover page mentioning – 1) the name of the post with Stage to which promotion is applied for, 2) Name of the applicant, 3) Designation of the applicant and 4) Official address of the applicant.
4. Candidates applying for promotion to the post of Associate Professor & equivalent (Stage 4) shall submit 5 (five) of his/her publications published in journals with a NAAS rating of at least 4.0, or SCOPUS/Web of Science-indexed journals, or those in the UGC Care list during the period as Assistant professor, in triplicate along with prescribed application form.
5. Candidates applying for promotion to the post of Professor & equivalent (Stage 5) shall submit 7 (seven) of his/her publications published in journals with a NAAS rating of at least 4.0, or SCOPUS/Web of Science-indexed journals, or those in the UGC Care list in quadruplicate along with the prescribed application form for evaluation by subject experts. Such publications shall have been published subsequent to the date on which the candidate joined as an Assistant Professor & equivalent (Stage 2).
6. Candidates applying for promotion to the post of Professor & equivalent (Stage 6) shall submit 5 (five) of his/her publications in journals with a NAAS rating of at least 6.0, or SCOPUS/Web of Science-indexed journals, or those in the UGC Care list in quadruplicate along with the prescribed application form for evaluation by subject experts. Such publications shall have been published subsequent to the date on which the candidate joined as a Professor & equivalent (Stage 5).

Besides, the candidate shall also submit Post-Doctoral Research Completion Certificate and a detailed report (in quadruplicate) of the completed post-doctoral research work, authenticate and endorsed by the Head of the University/ Institution where the research was conducted along with all the research papers/ other publications (each in quadruplicate) published from its findings. Such publications shall be sent to subject experts for evaluation.

The scores allotted by the experts for the above publications will be factored into the final evaluation score while finalizing the outcome of selection by the Expert Committee.

7. A teacher who fulfills the requirement for promotion as laid down and desires to apply shall submit application to the Registrar through proper channel latest by 30<sup>th</sup> June or 31<sup>st</sup> December every year.

8. If a candidate applies for promotion on completion of the minimum eligibility period and is successful, the date of promotion shall be from the date of fulfilment of the minimum period of eligibility for the respective post/rank.
9. Candidates who are not selected for promotion or who do not fulfill the eligibility criteria and/or the minimum API based score requirements as fixed by the University, may re-apply after a minimum period of 1(one) year. When such a candidate succeeds in the eventual assessment, his/her promotion shall be effective either from 1st January or 1st July depending on the date of eventual assessment, as detailed below:

If the eventual assessment is between 1st January and 30<sup>th</sup> June of a year, the promotion shall be granted from 1<sup>st</sup> July of the year.

If the eventual assessment is between 1<sup>st</sup> July and 31<sup>st</sup> December of a year, the promotion shall be granted from 1<sup>st</sup> January of next year.

10. (a) The requirement of service experience for promotion to different stages shall include the period spent on study leave for acquiring Ph.D. degree subject to a maximum of 3 years.

(b) For the purpose of calculating API score, the period which has been spent by the teacher on study leave shall be excluded from the grading assessment. The teacher shall be assessed for the remaining period of duration of the assessment period and the same may be extrapolated for the entire period of assessment to arrive at the grading of the teacher.

11. The lower post held by the incumbent that may be upgraded under the provisions of this Regulation shall be kept in abeyance till the incumbent vacates the higher post to which he was promoted under the CAS. Once the higher post held by the incumbent is vacated, the original lower post may be filled following the prescribed procedures of direct recruitment.
12. Assessment for promotion shall be made through a Committee (Screening cum Evaluation Committee/ Selection Committee / Expert Committee) to be constituted by the Vice-Chancellor.
13. The incumbent teacher/ scientist must be on the roll and in active service of the University on the date of consideration by the Screening cum Evaluation committee/ Selection Committee/ Expert Committee for CAS promotion.

**B. Eligibility and Performance Criteria:** The following Eligibility and Performance Criteria shall be considered for promotion to next higher stage as the case may be-

**(a) Assistant Professor (Stage 2) and equivalent rank:**

**1. Eligibility Criteria**

- An Assistant Professor (Stage 1) or a person holding a post of equivalent rank who fulfills the following eligibility criteria:
  - i. An entry level Assistant Professor possessing a Ph.D. Degree in the relevant discipline shall be eligible for consideration of promotion to the next higher grade of Assistant Professor (Stage 2) after completion of 4(Four) years of service as Assistant Professor at Stage 1.

- ii. An entry level Assistant Professor possessing M. Phil or Post Graduate Degree in professional courses approved by the relevant statutory body such as M.Sc. (Agri), M.V.Sc., M.Sc. (H.Sc.), M.F.Sc., MBA (Agri-business), M. Tech. etc. shall be eligible for consideration of promotion to the next higher grade Assistant Professor (Stage 2) after completion of 5(five) years of service as Assistant Professor at Stage 1.
- iii. The candidate must have participated in 2(two) refresher courses/ research methodology courses/summer institutes/ winter schools/training programmes of at least 2 weeks duration (this duration may be calculated by adding number of days spent under more than one course) conducted by a University/Institute recognized by UGC/ICAR/Other Govt. agencies.

The duration of short-term training programmes (less than 2 weeks duration) specified and approved/sponsored by UGC/ ICAR/other councils and institutions under Govt. of India may also be considered.

Online courses of the specific duration and status will also be considered for this purpose, if such courses are approved/sponsored by UGC/ ICAR/other councils and institutions under Govt. of India. However, at least one offline refresher course of minimum of 2 weeks duration must be attended.

### **13. Performance Criteria:**

- The Candidate must score a minimum API score of 48 (out of 80) using PBAS scoring proforma to be eligible for assessment and 60 (out of 100) for promotion.
- The candidate's biodata, PBAS scoring proforma and all supporting documents will be assessed through a screening cum evaluation process for recommending promotion.

### **(b) Assistant Professor (Stage 3) and equivalent rank:**

#### **1. Eligibility Criteria**

- An Assistant Professor (Stage 2) or a person holding a post of equivalent rank who fulfills the following criteria:
  - i) Completed 5 (five) years of service in the rank of Assistant Professor (Stage 2) and possesses a Ph.D. Degree in relevant discipline.
  - ii) The candidate must have participated in at least 1 (one) refresher course/ research methodology workshop/ summer institute/ winter institute/ training programme/ teaching-learning evaluation technology programme/ soft skills development programmes and faculty development programme of at least 2 weeks duration after he joined in the rank of Assistant Professor (Stage 2). The duration of short-term training programmes (less than 2 weeks duration) specified and approved by UGC/ICAR/other councils and institutions under Govt. of India may also be considered. Online courses of the specific duration and status will also be considered for this purpose if such courses are approved/sponsored by UGC/ ICAR/other councils and institutions under Govt. of India.

#### **2. Performance Criteria:**

The candidate must score a minimum API score of 52 (out of 80) using PBAS scoring proforma to be eligible for assessment, and 65 (out of 100) for promotion.

The candidate's biodata, PBAS scoring proforma, and all supporting documents will be assessed through a screening cum evaluation process for recommending promotion.

### **(c) Associate Professor (Stage 4) and equivalent rank:**

#### **1. Eligibility Criteria**

An Assistant Professor (Stage 3) or a person holding a post of equivalent rank who fulfills the following eligibility criteria:

- Completed at least 3 (three) years of service in the rank of Assistant Professor (Stage 3) and possesses a Ph.D. Degree in relevant discipline.
- The candidate must have at least 5(five) publications published in journals with a NAAS rating of at least 4.0, or SCOPUS/Web of Science-indexed journals, or those in the UGC Care list in the entire period of service as an Assistant Professor.
- The candidate must have completed at least 1 (One) course / programme from among the categories of – methodology workshop, training, teaching-learning evaluation technology programme, soft skills development programme and faculty development programme of minimum 1 (one) week duration after he/she joined in the rank of Assistant Professor (Stage 3).

#### **2. Performance Criteria:**

- The candidate must score a minimum API score of 45 (out of 65), using PBAS scoring proforma to be eligible to be called for interview. He/ She must score 70 (out of 100) for promotion.
- The candidate's biodata, PBAS scoring proforma, and all supporting documents will be scrutinized through a screening cum verification process followed by assessment by a Selection Committee for recommending promotion.

### **(d) Professor (Stage 5) and equivalent rank:**

#### **1. Eligibility Criteria:**

- An Associate Professor who has completed at least 3 (three) years of service in the rank of Associate Professor (Stage 4) and possesses a Ph.D. Degree in relevant discipline.
- The candidate must have at least 7 (seven) publications published in journals with a NAAS rating of at least 4.0, or SCOPUS/Web of Science-indexed journals, or those in the UGC Care list during the period from the date of joining in the rank of Assistant Professor (Stage 2).



- The candidate must have completed at least 1 (one) course / programme from among the categories of – methodology workshop, training, teaching-learning evaluation technology programme, soft skills development, and faculty development programme of minimum 1 (one) week duration after the date of joining in the rank of Associate Professor (Stage 4). A training programme of a minimum of 5 days duration may also be considered if approved/sponsored by UGC/ICAR/Other Govt. agencies.

## **2. Performance Criteria:**

The candidate must score a minimum API score of 45 (out of 65), using PBAS scoring proforma to be eligible to be called for interview. He/she must score 70 (out of 100) for promotion.

The candidate's biodata, PBAS scoring proforma, and all supporting documents will be scrutinized through a screening cum verification process followed by an assessment by a Selection Committee for recommending promotion.

### **(e) Professor (Stage 6) and equivalent rank:**

#### **1. Eligibility Criteria:**

- A Professor who has completed at least 10 (ten) years of service in the rank of Professor (Stage 5) and possesses a Ph.D. Degree in relevant discipline shall be eligible for consideration of promotion to the next higher grade (Stage 6) and shall continue to be designated as a Professor.
- The candidate must have at least 5 (five) publications published in reputed peer-reviewed journals with a NAAS rating of at least 6.00 or SCOPUS/Web of Science-indexed journals, or those in the UGC Care list since his/her date of joining in the rank of Professor (Stage 5). Such publications shall be provided to the subject experts for assessment and the scores allotted by the experts for the publications will be factored into the final evaluation score while finalizing the outcome of selection by the Expert Committee.
- Additional credentials of the candidate are to be evidenced by-
  - a) Post-Doctoral research output of high standard
  - b) Awards/Honours/Recognitions/Patents and IPR on products and processes developed/Technology transfer achieved, and
  - c) Additional research degrees like D.Sc./ Awards received by students under guidance as Major Advisor.

#### **2. Performance Criteria:**

The candidate must score a minimum of 60 (out of 80) in API score, using PBAS scoring proforma to be eligible for assessment by experts. He/she must score 70 (out of 100) for selection.

The candidate's biodata, PBAS scoring proforma, and all supporting documents will be scrutinized and assessed through a review process by an Expert Committee for recommending promotion.

CAS promotions from lower stage to higher stage of Assistant Professor and equivalent shall be conducted by “Screening cum Evaluation Committee” adhering to the Eligibility criteria and Performance criteria laid out as API score in PBAS proforma of the candidate’s application form. The Screening cum Evaluation Committee shall be constituted by the Vice-Chancellor.

The applications for promotion to Associate Professor (Stage 4), Professor (Stage 5) and Professor (Stage 6) shall be scrutinized by a “Screening Committee” constituted by the Vice Chancellor. The Committee shall adhere to the Eligibility criteria and Performance criteria laid down for the purpose as API score in PBAs proforma of the candidate’s application form. The candidates successful in the screening process shall be called for appearing before the “Selection Committee” for interview. The Selection Committee for direct recruitment to the post of Associate Professor (Stage 4) and Professor (Stage 5) shall hold good for CAS promotion to these cadres.

The application for promotion to Professor (Stage 6) shall be scrutinized and assessed by an Expert Committee constituted by the Vice-Chancellor. The Committee shall review the applicant’s biodata and credentials supported by relevant documentary evidences. The Committee shall adhere to the Eligibility criteria and Performance criteria, with special reference to the Additional Credentials and Peer Recognition, laid out as API score in PBAS proforma of the candidate’s application form.

Only a maximum of 10 (Ten) per cent of the post of Professor in the University shall be in the rank of Professor (Stage 6) with a higher AGP of Rs. 12,000 (or as revised by UGC from time to time).

**9(A). Constitution of Selection Committee:**

- (a) The Selection Committee for direct recruitment/CAS promotion to the post of Professor (Stage 5) and Associate Professor (Stage 4) and equivalent ranks shall be constituted by the Vice-Chancellor and shall comprise of the following members:
  - (i) The Vice-Chancellor - Chairman.
  - (ii) One Expert Member to be nominated by ICAR.
  - (iii) One Expert Member from outside the University to be nominated by the Vice-Chancellor to review the work of the applicants and act as a member of the selection committee.
  - (iv) Dean of the concerned Faculty/ D.R. of the concerned Directorate/ D.E.E., as the case may be.
- (v) Head of the concerned Department [if he/she is in the rank of Professor (Stage 5) and above].

Presence of four members in the meeting including the Chairman and the outside expert [mentioned at (iii) above] shall constitute the quorum.

- (b) The Selection Committee for direct recruitment to the post of Assistant Professor (Stage 1) and equivalent rank shall be constituted by the Vice-Chancellor and shall comprise of the following members:
  - (i) The Vice-Chancellor - Chairman.
  - (ii) One Expert Member to be nominated by ICAR.
  - (iii) One Expert Member from outside the University to be nominated by the Vice-Chancellor.

(iv) Dean of the concerned Faculty/ D.R. of the concerned Directorate/ D.E.E., as the case may be.

(v) Head of the concerned Department.

The presence of four members in the meeting including the outside expert [mentioned at (iii) above] shall constitute the quorum.

(C) The Selection Committee for the post of Head of the Department shall be constituted by the Vice-Chancellor and shall comprise of the following members:

(i) The Vice-Chancellor - Chairman.

(ii) One Expert Member to be nominated by ICAR.

(iii) One Expert Member from outside the University to be nominated by the Vice-Chancellor.

(iv) Dean of the concerned Faculty.

The presence of four members in the meeting including the outside expert [mentioned at (iii) above] shall constitute the quorum.

The Head of the Department shall be appointed for a period of 5 years for which an advertisement shall be made within the University and teachers in the rank of Professor will be eligible to apply for headship. In case where there is no Professor in a Department, the Senior-most Associate Professor shall be given the responsibility as the in-charge HoD.

#### **C1.9 (B) Procedure for Selection:**

**A) Direct Recruitment:** The process of selection for the post in the rank of Professor (Stage 5), Associate Professor (Stage 4) and Assistant Professor (Stage 1) shall involve inviting applications in the prescribed format. The applications shall be screened by a Screening Committee constituted by the Vice-Chancellor. The screened-out applications shall be placed before a selection committee constituted for the purpose and the eligible candidates will be interviewed by the Committee.

#### **B) Career Advancement Scheme (CAS):**

i) The process of selection for the post of Professor (Stage 6) and equivalent rank shall involve scrutinizing and assessing the applications submitted in the prescribed format by an Expert Committee constituted by the Vice-Chancellor.

ii) The process of selection for the posts of Professor (Stage 5) and Associate Professor (Stage 4) and equivalent ranks shall involve screening of applications in the prescribed format by a Screening committee constituted by the Vice-Chancellor. The screened-out applications shall be placed before the Selection Committee (clause 9a) and the eligible candidates will be interviewed by the Selection Committee constituted for the purpose.

iii) The process of selection for the posts of Assistant Professor (Stage 2 & 3) and equivalent ranks shall involve screening and evaluation of applications obtained in the prescribed format by a Screening cum Evaluation Committee constituted by the Vice-Chancellor.

**Guideline**(Detailed guidelines are provided under Clause 8).

**10. Academic qualifications:**

The minimum requisite academic qualifications and experience for a post shall be prescribed by the Academic Council from time to time.

**11. Period of validity of panel of selected candidates:**

The period of validity of a panel of candidates selected against a post by the Selection Committee shall be for one year from the date of approval of the panel by the Board of Management or the Vice Chancellor, as the case may be, and such period of validity may be further extended for a period not exceeding six months by the Appointing Authority under exceptional circumstances to be recorded in writing.

**12. Age:**

(a) A person who has not attained the age of 18 (eighteen) years on the last date fixed for receipt of applications shall not be considered for appointment.

(b) A teacher of the University shall retire from service on attaining the age of 60 (sixty) years unless he/she is promoted to the rank of Professor (Stage 5) before attaining 60 years of age.

(c) The age of superannuation of teachers in the rank of Professor (Stage 5 and Stage 6) shall be 65 (sixty-five) years.

(d) Nothing in the above clauses (a and b) shall apply to a person appointed for a specific period under a contract and provided further that the Vice-Chancellor may re-employ any teacher who has demonstrated outstanding merit and who is certified to be medically fit, up to a maximum period of 2(two) years in the interest of the University after his/her retirement from regular service.

**13. Physical fitness:**

(a) A candidate at the time of initial appointment to any post of the University:

(i) Must be of sound health mentally and physically and must be free from organic defects or bodily infirmity that may hamper the efficient performance of his duties.

(ii) Shall be required to undergo, before joining the post, a medical examination by the University Medical Officer or a Medical Board constituted by the University as may be determined by the Appointing Authority.

**14. Disqualifications for appointment:**

(a) No person shall be eligible for appointment to any post of the University if he is not a citizen of India.

(b) No person shall be appointed unless he possesses good conduct as certified by the Head of the Institution last attended or previous employer.

(c) No person shall be appointed to a post in the rank of Assistant Professor and below unless he is a permanent resident of Assam as certified by the competent authority.

## **15. Joining time:**

A person shall join in the post to which he is appointed within 30 (thirty) days from the date of issue of the order of appointment, failing which the appointment shall be cancelled, unless the appointing authority approves extension of this period for a specific duration not exceeding 3 (three) months.

## **16. Probation:**

- (a) A person appointed through direct recruitment shall be on probation for a period of one year except for the tenure post (s).
- (b) The Appointing Authority may extend the period of probation by a further period of not exceeding one year in case of unsatisfactory performance, misconduct or any act of indiscipline during the period of probation.
- (c) On satisfactory/successful completion of the probationary period the incumbent shall be confirmed in the University service subject to provisions of the clause 17 (seventeen) mentioned thereafter.
- (d) A probationer shall be liable to be discharged from service or to be reverted to the post of the University held substantively or held in officiating capacity immediately before his appointment to the post, if -
  - i. His service is not found satisfactory during his period of probation and / or,
  - ii. Any information about his nationality, age, health, character, and antecedents are received subsequently which make him ineligible for the post being held under the provisions of these Regulations, and / or,
  - iii. He fails to comply with any of the provisions of these Regulations.
- (e) In the event of discharging or termination of service of a probationer under the sub clause (d) above, the appointing authority will record the exact cause of termination in the termination letter issued. In such cases, the teacher will be given at least one month's notice prior to the actual date of termination of his/her service.

## **17. Confirmation:**

After a probationer completes his/her period of probation to the satisfaction of the Appointing Authority, he/she shall be declared to have successfully completed the probation by the Appointing Authority and shall be confirmed in the University services, if he/she is considered by the Appointing Authority to be otherwise fit for confirmation.

## **18. Seniority:**

- (a) Inter-se-seniority of employees, of each category of posts in each Department/ Cadre recruited directly under the same panel, unless any of them being reduced to a lower rank as a measure of punishment, be determined, according to the order of merit as recommended by the Selection Committee provided that when the persons are not recruited under the same panel, seniority shall be determined according to the date(s) of joining in the post and/or date of birth, in order of preference.

- (b) For the purpose of determining seniority among the teachers appointed simultaneously through the same selection event, the date of joining will be considered the same for those who join within the stipulated time limit as per the appointment order issued.

**19. Contract Service:**

The terms and conditions of appointment made on a contract basis shall be decided by the Board of Management of the University depending upon the nature of such contract.

**20. Service Record:**

Service records shall be maintained as per the rules and the procedures of the Govt. of Assam.

**21. Gradation List:**

- (a) Every 2 (two) years, a provisional gradation list shall be prepared showing the names of all members of the service in order of seniority in respect of each cadre and Faculty and shall be published for information of the members of services and for furnishing objections, if any, to the appointing authority within one month from the date of publication. After the expiry of the said one month, the Appointing Authority shall consider the objections received from the members and a final gradation list be published for information of the concerned members.
- (b) A list showing the overall seniority based on the date(s) of the first regular appointment of the 'teachers' in the University shall also be prepared and published.

**22. General Provision: Leave, Discipline and pension.**

- (a) **Leave:** In matters of leave, the provisions of Assam Agricultural University Leave Rules, 1983 (as amended from time to time) shall be applicable.
- (b) **Discipline:** Provisions of Assam Civil Services (Discipline and Appeal Rules), 1964 (as amended up to date) shall be applicable, mutatis mutandis, in matters of Discipline and Appeal till the University adopts its own Discipline & Appeal Rules.
- (c) **Pension:** A teacher who opts for or has opted for the pension cum-Family pension and Gratuity Scheme shall be entitled to draw such benefits as are admissible to the State Government servants, on the basis of the salary drawn on the date of his attaining the age of superannuation as prescribed by the University under clause 12(b).

**23. Contributory Provident Fund-cum-Gratuity:**

In matters of contributory Provident Fund-cum-Gratuity, the Assam Agricultural University Contributory Provident Fund-cum-Gratuity Scheme Rules shall be applicable.

**24. Retirement benefits:**

A 'Teacher' of the University including the one transferred from the Govt. of Assam and permanently absorbed in the service of the University under section 47 of the Act shall be entitled to such retirement benefits on attaining the age of superannuation as prescribed against clause 12(b) as admissible under the Rules of the relevant scheme opted for (CPF cum- Gratuity scheme or Pension cum-Family Pension and Gratuity scheme, as the casemay be) but such retirement benefits shall be given on the basis of salary drawn on the date of attaining the age of superannuation prescribed under clause 12(b and c).

**25. Power of the Board to dispense with or relax any rules:**

Where the Board of Management of the University is satisfied that the operation of any of these Regulations have caused hardship to any individual, it may order that the requirements of these Regulations be dispensed with or relaxed to such an extent and subject to such condition as it may consider necessary for dealing with the case, in a just and equitable manner.

**26. Interpretation:**

If any difficulty arises relating to interpretation of these Regulations, it shall be referred to the Board of Management whose decisions thereon shall be final.

**27. Repeal:**

- (a) All other rules and orders on the subjects covered by these Regulations and those in force before the commencement of these Regulations are hereby repealed.
- (b) Notwithstanding such repeal, any appointment made, order issued, action deemed to have been made, issued, taken or done under the corresponding provisions of these Regulations shall remain valid.

**28. Validation of past action:**

All orders or actions taken prior to the commencement of these Regulations in respect of matters for which there was no specific provision in the rules repealed under Clause 27 shall be deemed to have been valid.

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*Annexure: AC (III)*

List of courses for SMS/Farm Manager/ Graduates of any branch of Agriculture Science:

<b>Sl. No.</b>	<b>Title of the programme</b>	<b>Course duration</b>	<b>Credit Hours</b>
1	Scientific practices in natural farming for sustainable agriculture	14 days	3 (2+1)
2	Integrated Nutrient management in field crops with nano urea incorporation	14 days	3 (2+1)
3	Organic agriculture in NEH Region: A viable commercial venture	14 days	3 (2+1)
4	Climate resilient resource conservation technologies for hill ecosystems	14 days	3 (2+1)
5	Entrepreneurship in North East agriculture: Scopes and opportunities	14 days	3 (2+1)
6	Scientific livestock practices for livelihood development	14 days	3 (2+1)
7	Advanced techniques of aquaculture and post-harvest Fisheries	14 days	3 (2+1)
8	Farm mechanization for enhancing work efficiency and reducing drudgery	14 days	3 (2+1)
9	Scientific seed production techniques and role of FPOs for its sustainability	14 days	3 (2+1)
10	Research methodologies for scientific analysis : Basics to advances	14 days	3 (2+1)
11	Diversified Integrated Farming Systems, its economic and environmental impacts	14 days	3 (2+1)



12	Developing writing skills in scientific publications	14 days	3 (2+1)
13	Developing Scientific project proposal	14 days	3 (2+1)
14	Maintaining a sustainable jhum farming system	14 days	3 (2+1)

## **Assistance to the economically and socially challenged students of AAU**

### **Criteria of Income & Assets:**

Persons who are not covered under the scheme of reservation for SCs, STs and OBCs and whose family has gross annual income below Rs.6.00 lakh (Rupees Six lakh only) are to be identified as EWSs for benefit of reservation. Income shall also include income from all sources i.e., salary, agriculture, business, profession, etc. for the financial year prior to the year of application.

Also, persons whose family owns or possesses any of the following assets shall be excluded from being identified as EWS, irrespective of the family income: -

- i. 15 Bigha of agricultural Land and above in rural area.
- ii. 1 Bigha of residential land and above in rural area.
- iii. 1.5 Katha of land in notified Municipal Corporation/Municipal Board/Town Committee Area.
- iv. House of built-up area more than 1000 Sq. ft. and above in notified Municipal Corporation/Municipal Board/Town Committee Area.

The property held by a “Family” in different locations of different places/cities would be clubbed while applying the land or property holding test to determine EWS status.

### **Definition of Family:**

The term “Family” for this purpose will include the person who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

Later the Government of Assam vide notification at 4 above raised the limit of income to Rs. 8.00 lakhs in place of Rs. 6.00 lakhs.

As such, the committee members are of the opinion that instead of creating a new category, it is better to stick to the provisions of the Government of Assam with the above criteria. Besides, the committee found that the Government of Assam provided for an undertaking for future detection of fraud. Bringing in similarity to the undertaking by Government of Assam, the committee suggests that an undertaking as under be also obtained from the beneficiaries.

**Undertaking to be submitted by the applicants:**

*“The benefit is provisional and is subject to the Income and asset certificate being verified through the proper channels and if the **verification** reveals that the claim to belong to EWS is fake/false the benefits will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of fake/false certificate.”*

**Quantum of assistance:**

The members discussed about the quantum of assistance to be provided to the students under the EWS category and recommended as under:

1. The quantum of assistance shall be limited to 20 students all over the University covering all Faculties and Colleges.
2. The tuition fees from 10 (ten) numbers of students based on merit shall be reimbursed.
3. Another 10 (ten) numbers of students shall be awarded a stipend of Rs. 1500 per month based on merit.
4. Preference for scholarship shall precede preference for waiver of tuition fee *i.e.* the first 10 (ten) students in the merit list shall be awarded the scholarship and the rest 10 (ten) students in the merit list shall be awarded waiver of tuition fee.
5. Such students must maintain minimum OGPA of 6.50 in 10.00 scale.
6. Such students must not be found in violation of any academic rules and regulations of the University and in the event of being awarded Conduct Probation/ Academic Probation shall forfeit the stipend.