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VEER NARMAD SOUTH GUJARAT UNIVERSITY

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વીર નર્મદ દક્ષિણ ગુજરાત યુનિવર્સિટી

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:: પ રિ પ ત્ર ::

સંદર્ભ: યુનિવર્સિટી કાર્યાલયના તા.૦૧/૦૭/૨૦૨૧ના ક્રમાંક: એસ(૧)/પરિપત્ર/૮૨૪૫/૨૦૨૧.

યુનિવર્સિટી સંલગ્ન તમામ અનુદાનિત તથા સ્વનિર્ભર કોલેજોના સંચાલક મંડળ/ ટ્રસ્ટને જણાવવાનું કે, આપના મંડળ/ ટ્રસ્ટ સંચાલિત કોલેજમાં કાયમી આચાર્યની ખાલી પડેલ જગ્યા જ્યાં સુધી ન ભરાય ત્યાં સુધી કાર્યકારી આચાર્યની યુનિવર્સિટી માન્યતા/બહાલી ઓર્ડિનન્સ ૩૭(ડી) મુજબ મેળવવાની રહે છે. સદર બાબતે સિન્ડિકેટ તા.૦૮/૦૬/૨૦૨૨ની સભાના ઠરાવ ક્રમાંક: ૮૮ થી સુધારેલ ઓર્ડિનન્સ ૩૭(ડી)ને તાત્કાલિક અસરથી લાગુ પાડવામાં આવે છે તથા ઓર્ડિનન્સ ૩૭(ડી) અંગે અગાઉ અન્ય થયેલ ઠરાવ કે પરિપત્ર થયેલ હોય તો તેને રદબાતલ કરવામાં આવે છે. આથી, સિન્ડિકેટના સદર ઠરાવનો ચુસ્તપણે અમલ કરવાનું યુનિવર્સિટી સંલગ્ન તમામ અનુદાનિત તથા સ્વનિર્ભર કોલેજોના સંચાલક મંડળ/ ટ્રસ્ટને જણાવવામાં આવે છે.

બિડાણ:

સુધારેલ ઓર્ડિનન્સ ૩૭(ડી)ની નકલ

ક્રમાંક: જોડાણ/ માન્યતા/ પરિપત્ર/ ૧૨૦૭૮/ ૨૦૨૨

યુનિવર્સિટી કાર્યાલય, સુરત.

તા. ૧૩-૦૬-૨૦૨૨

ઈ.ચા.કુલસચિવ

પ્રતિ,

યુનિવર્સિટી સંલગ્ન તમામ અનુદાનિત તથા સ્વનિર્ભર કોલેજોના સંચાલક મંડળ/ ટ્રસ્ટ તરફ....
...જાણ તથા ઘટતી કાર્યવાહી કરવા સારૂ.

O:37-D: APPOINTMENT OF IN CHARGE PRINCIPAL IN AFFILIATED COLLEGE;

Every College must appoint a full-time qualified approved Principal as a head of the college. In case of permanent vacancy of the Principal caused by the death, retirement, resignation, termination of services or vacancy due to any other reason, the College Management shall appoint In-Charge Principal with the permission and approval from University from amongst the approved teachers, subject to the following conditions:

1. Such appointment shall be made from amongst the three senior most approved teachers who possess the required qualifications for the post of Principal subject to approval from the University based on the conditions and criteria mentioned as follow.
2. In case no teacher possesses the required qualification for the post of Principal, in such cases appointment of incharge principal must be granted as per following criteria and conditions.
 - (i) The eligibility of a teacher to consider in the list of top three senior teacher must be prepared considering the top three permanent, full time, University approved teachers having Ph.D. degree. This seniority list will be prepared based on their joining date in the college considering their academic experience.
 - (ii) For the purpose of considering the teaching and academic work experience of teacher, circulars by the university in these regards must be considered.
 - (iii) If any of the listed senior teacher is not willing to accept the responsibility as incharge principal, the teacher is required to submit rejection letter to the registrar of the university. The next senior faculty among the seniority list of the college who fulfil the criteria and conditions will be considered to include in the list of top three teachers.
 - (iv) For the selection of incharge principal, the college will prepare the list of top three teachers based on criteria mentioned in 2(i), 2(ii) and 2(iii) and submit to the University for Further Process for the appointment of Incharge principal with request letter.
 - (v) On receiving the application from the college, the selection committee for incharge principal will be formed by the university. The selection committee for selection of one of the teacher among the three listed permanent, full time, University approved teachers who possess Ph.D. as per the list approved by the university will be consists of five members: (a) One representative of the Hon. Vice Chancellor (b) One panel

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member nominated by Hon. Vice Chancellor from Syndicate. (c) President of the trust (d) One Secretary of the Trust (e) One Joint Secretary of the Trust. In case of non-availability of the President/Secretary/Joint Secretary, any member from the trust nominated by the President of the trust can be considered subject to written request from the President of the trust.

- (vi) The selection committee will select the incharge principal considering following four criteria:

(a) Academic/Research Score of the Table-2 of college teachers as per ordinance - 185 appendix II (Table- 2) for college teachers claimed by the teachers candidates verified by IQAC of concerned college, (b) Completion of Ph.D. (Based on Notification date) (c) Age of teacher (d) Experience on any statutory posts.

In case of any discrepancy, the decision of Representative of vice chancellor will consider as final decision regarding appointment of the teacher as in-charge principal for the college during the selection committee process. The representative of vice chancellor will submit the final report in sealed cover to the vice chancellor. As per the decision made by the selection committee and report submitted by the representative of the Hon. Vice Chancellor, the university will instruct to the college to appoint the selected teacher as in-charge principal.

- (vii) The selection procedure will be made at the university. All relevant expenditure including TA/DA to the teachers called by the selection committee for the selection process and the experts nominated by the university will be borne by the college.
- (viii) Based on the selection of teacher as in-charge principal by the selection committee, the university will grant approval to the selected teacher as incharge principal. The college/institute/trust must provide an appointment letter to the selected teacher as in-charge principal within 3 (Three) days from the date of approval letter received from the University.
- (ix) The post of incharge principal will not be considered as statutory post. The tenure of the incharge principal will be for one year from the date of appointment letter given to the incharge principal. The college must initiate the process of appointing regular principal within a year time.
- (x) It will be mandatory for the college to publish advertisement and conduct the interview for permanent principal during every academic year until regular principal is appointed.
- (xi) The university does not approve any other position apart from regular principal or university approved incharge principal. The university will not consider any communication from any representative of college in absence of regular principal or incharge principal approved by the university.
- (xii) In case of non availability of full time principal, the term of incharge principal can be extended for another one year by the college. The same must be informed to the university in writing minimum before one month prior to the end of the tenure of incharge principal.

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