



## UNIVERSITY GRANTS COMMISSION

COMMISSION CIRCULAR NO. 16/2017

No. 20, Ward Place,  
Colombo 07.

July 04, 2017

Vice Chancellors of Universities  
Rectors of Campuses  
Directors of Institutes

### **GOVERNING AUTHORITY MEMBERS APPOINTED TO SERVE ON THE SELECTION COMMITTEES**

Your attention is drawn to the provisions of Commission Circular No. 926 of 08.07.2010 that necessitates the presence of at least one of the UGC nominees appointed to the Selection Committee.

2. It has been brought to the notice, that in the process of selections for appointment to the Academic and other staff grade posts, there are instances where recommendation of the Selection Committee was made in the absence of the members appointed by the governing authority, to serve on the Selection Committee. Therefore, it was emphasized that the participation of the members appointed by the governing authority from among its members who have been appointed by the Commission, for deliberations of the Selection Committee meetings, is also invariably needed to finalize the selections for appointments.

3. Accordingly, the Commission at its 962<sup>nd</sup> meeting held on 06.04.2017 decided that the Higher Educational Institutions/Institutes should take steps to fix the date and time of the Selection Committee meetings in consultation with the members of the Selection Committees at their highest convenience in order to ensure their maximum participation. Even under extreme circumstances, presence of at least one of the members appointed to the Selection Committee, by the governing authority from among its members who have been appointed by the Commission, shall be required to serve on the Selection Committee, in order to finalize the recommendations on the selections.

4. The provisions of this circular will come into force with effect from 01.08.2017.

5. Please take action accordingly.

  
**Professor Mohan de Silva**  
Chairman

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1. Secretary/ Ministry of Higher Education & Highways
  2. Chairman's Office/UGC
  3. Vice-Chairman/UGC
  4. Members of the UGC
  5. Secretary/UGC

Contd/...

6. Deans of Faculties
7. Registrars of Universities
8. Accountant/UGC
9. Bursars of Universities
10. Librarians/SAL/AL of the Higher Educational Institutions /Institutes
11. Deputy Registrars/ Snr. Asst. Registrars/Asst. Registrars  
of Campuses/Institutes
12. Deputy Bursars/Snr. Asst. Bursars/ Asst. Bursars of Campuses/Institutes
13. Internal Auditor/UGC
14. Govt. Audit Superintendents of Universities
15. Snr. Asst. Int. Auditors of HEIs
16. Secretaries of Trade Unions
17. Auditor -General

File No: UGC/HR/2/3/85

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