



UNIVERSITY GRANTS COMMISSION

COMMISSION CIRCULAR NO. 14/2019

No. 20, Ward Place
Colombo 07

December 09, 2019

Vice Chancellors of Universities
Rectors of Campuses
Directors of Institutes

**APPOINTMENT OF NOMINEES BY THE UNIVERSITY GRANTS COMMISSION FOR THE
SELECTION COMMITTEES FOR THE POST OF PROFESSOR/ASSOCIATE PROFESSOR BY OPEN
ADVERTISEMENT/MERIT PROMOTION**

Your attention is invited to the form annexed to the Commission Circular No. 846 of 14.07.2004, Establishments Circular Letter No. 10/2010 of 01.12.2010 and UGC Letter No. UGC/HR/2/3/85 of 06.12.2010 on appointment of UGC nominees for the Selection Committees for the posts of Professor/Associate Professor, and Commission Circulars No. 11/2019 of 08.11.2019 and 11/2019(ii) of 27.11.2019 with regard to the Scheme of Recruitment/Promotion for the post of Associate Professor/Professor.

2. In terms of the provisions of Commission Circulars No. 11/2019 and 11/2019(ii), one nominee of the Commission shall be a member of the Screening Committee. Thus, when requesting UGC to appoint its Nominees for the Selection Committees for the posts of Professor/Associate Professor by open advertisement/merit promotion the **New Form (Annex I)** enclosed herewith shall be used.

3. The Commission at its 1023rd meeting held on 05.12.2019 decided that the "Role, Powers, Functions and Responsibilities of the UGC Nominees to the Screening Committee and Selection Committee for appointment/promotion to the Posts of Associate Professor/Professor" shall be informed to such UGC Nominees as an Annexure when notifying their appointment by the UGC. Such Annexure is given as **Annex II** to this Circular, only for information of the Higher Educational Institutions/Institutes.

4. Further, when requesting UGC Nominees for the Selection Committees for the Deputy Librarian/Librarian posts as well the Annex I form may be used appropriately.

5. Establishments Circular Letter No. 10/2010 of 01.12.2010 and UGC Letter No. UGC/HR/2/3/85 of 06.12.2010 are rescinded with the implementation of this Circular.

6. Please take action accordingly.


Professor Mohan de Silva
Chairman

Copies: 1. Secretary/ Ministry of Higher Education, Technology and Innovations
2. Chairman's Office/UGC
3. Vice-Chairman/UGC

4. Members of the UGC
5. Secretary/UGC
6. Registrars of Universities
7. Deans of Faculties
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/2/3/106(XI)

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1. Name of the Higher Educational Institution/Institute :
2. Name and the Present Post of the Applicant :
3. Post Applied and the Department :
4. Name of the Faculty :
(If the presently attached Department and Faculty are different, such Department, Faculty and HEI shall be separately mentioned)
5. Whether provisions of Commission Circulars No. 11/2019 and 11/2019(ii) are applicable:

Yes/ No

6. Names of persons appointed as relevant Selection Committee Members/External Subject Experts/Panel Members :

(a) Nominees of the Council : 1.

2.

(b) Nominees of the Senate : 1.

(Screening Committee Member, if applicable)

2.

(c) External Subject Experts : 1.

2.

(d) Panel Members : 1.

2.

3.

7. Names of Referees, mentioned by the Applicant, if any: 1.

2.

Date :

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Vice-Chancellor/ Director

