



UNIVERSITY GRANTS COMMISSION

ESTABLISHMENTS CIRCULAR LETTER NO. 02/2025

No. 20, Ward Place,
Colombo 07.

March 24, 2025

Vice-Chancellors of Universities
Rectors of Campuses
Directors of Institutes

**FILLING OF VACANCIES FOR THE POST OF PROFESSOR/SENIOR PROFESSOR
(CADRE CHAIR) - APPOINTMENT TO CHAIR**

Your attention is invited to the Section 18.11 in the Chapter III on "Recruitment Procedures and Appointments" of the Establishments Code of the UGC and the Higher Educational Institutions/Institutes -2023, on the above subject.

2. The Commission at its 1136th meeting held on 04.12.2024, noted that a Professor/Senior Professor (Cadre Chair) is awarded to a person in recognition of his/her academic excellence and meritorious service in the field of teaching and in research who has sustained a dynamic scholarly involvement in teaching, research and in community service in accordance with the mission of the University.

3. Therefore, the Commission was of the view that "Professor/Senior Professor (Cadre Chair)" should be functional and operational in the Department of Study to perform specific tasks such as the development of the University through providing leadership to achieve the highest possible level of excellence in the research, teaching, and service activities. Therefore, the universities may take all endeavors to ensure "Professor/Senior Professor (Cadre Chair)" vacancy is filled.

4. Thus, the Commission was of the view that the suitability of a person for the Professor/Senior Professor (Cadre Chair) post in the Department of Study concerned can be decided at the selection interview after advertising the Professor/Senior Professor (Cadre Chair) post once the Cadre Chair (Professor/Senior Professor) is vacant. The suitability of a person for the post of Professor/Senior Professor (Cadre Chair) could not be decided by Head or Dean or any other officer prior to the selection interview. Therefore, vacant positions of Cadre Chair should be advertised.

5. The above decision will be effective from 24th March, 2025.

6. Please take action accordingly.

Senior Prof. Kapila Seneviratne
Chairman

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 2. Vice-Chairman/ UGC
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 7. Accountant/ UGC
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 10. Deputy Registrars/ Snr. Asst. Registrars/ Asst. Registrars of
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